



Kenai City Council - Regular Meeting

February 03, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes) per speaker; thirty (30) minutes aggregated*)

All items listed with an asterisk () are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

B. SCHEDULED PUBLIC COMMENTS

(Public comment limited to ten (10) minutes per speaker)

- 1. Brandy Niclai and Bill Lierman, Alaska Permanent Capital Management - 2020 Financial Performance, Financial Projections, and Recommended 2021 Asset Allocation for the City's Permanent Fund Investments.**

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

- 1. Ordinance No. 3179-2021 - Amending Positions in the Classified Service in the Public Works and Senior Center Departments as Established by the Annual Budget.**
- 2. Ordinance No. 3180-2021 - Amending Kenai Municipal Code 3.05.070-Citation Procedure, and Kenai Municipal Code 13.10.015 – Minor Offense Fine Schedule to Incorporate Various Animal Control Offenses into the Minor Offense Fine Schedule and Make Other Housekeeping Changes.**
- 3. Ordinance No. 3181-2021 - Waiving Kenai Municipal Code 21.10.130 - Lease Execution and Approving a Lease Execution Extension to July 27, 2021 to Kenai Aviation Operations, LLC for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5.**
- 4. Resolution No. 2021-05 - Designating the Investment and Allocation Plan for the City's Permanent Funds and Establishing Appropriate Benchmarks to Measure Performance For Calendar Year 2021.**

- 5. Resolution No. 2021-06** - Authorizing the City Manager to Enter Into an Amended Bar/Lounge Concession Agreement at the Kenai Municipal Airport with the Upper Deck Lounge.
- 6. Resolution No. 2021-07** - Adopting the City of Kenai's Capital Improvement Plan Priority List for State Funding Requests for the Fiscal Year 2022.

E. MINUTES

G. NEW BUSINESS

- 1. *Action/Approval** - Bills to be Ratified.
- 2. *Ordinance No. 3182-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue Fund for the 2021 Airport Sand Screening Project.
- 3. *Ordinance No. 3183-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department, and Accepting a Grant From the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures.
- 4. *Ordinance No. 3184-2021** - Amending Kenai Municipal Code 23.30.050 – Business Hours and Hours of Work to Allow for Alternate Work Schedules in the Police Department.
- 5. *Ordinance No. 3185-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Amending a Professional Services Agreement for the 2021 Airfield Drainage Rehabilitation Project at the Kenai Municipal Airport.
- 6. *Ordinance No. 3186-2021** - Increasing Estimated Revenues and Appropriations in the General Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's General Fund.
- 7. *Ordinance No. 3187-2021** - Increasing Estimated Revenues and Appropriations in the Airport Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's Airport Fund.
- 8. *Ordinance No. 3188-2021** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Wastewater Treatment Plant Improvements Capital Project Funds for a Replacement Sludge Press.
- 9. *Ordinance No. 3189-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and the Public Safety Capital Project Fund to Provide Supplemental Funding to the Fire Department's Station Alerting Project and Authorizing a Purchase Order in Excess of \$15,000 to Kachemak Electric for Performance of the Work.
- 10. *Ordinance No. 3190-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and Authorizing a Grant Disbursement Program for Small Businesses that Did Not Previously Apply for Full Assistance from the City in 2020.

11. *Ordinance No. 3191-2021 - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Assistance to Kenai Residents Impacted by the COVID-19 Public Health Emergency with the Purchase of Groceries and Necessary Household Goods in Kenai and Award a Professional Service Agreement to the Kenai Chamber of Commerce and Visitors Center for Administration of the Program.

12. Discussion - COVID-19 Response.

F. UNFINISHED BUSINESS

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks & Recreation Commission
5. Planning & Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

- [1.](#) City Manager
2. City Attorney
3. City Clerk

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

- [1.](#) Purchase Orders Between \$2,500 and \$15,000.
- [2.](#) Alaska LNG ROW Leases

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Join Zoom Meeting

<https://us02web.zoom.us/j/82761963751>

Meeting ID: 827 6196 3751 **Passcode:** 225113

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 827 6196 3751 **Passcode:** 225113

CITY OF KENAI PERMANENT FUNDS

ANNUAL REVIEW

FOR PERIOD ENDING DECEMBER 31, 2020

Agenda

- 01 Market Review
- 02 Portfolio Review
- 03 Strategic Review
- 04 Appendix



Account Summary as of December 31, 2020

City of Kenai Permanent Funds

Account Inception	September 2008
Total Deposits	\$21,934,733
Cumulative Withdrawals <i>Includes Annual Distributions and Custodian Fees</i>	\$13,249,391
Current Market Value <i>December 31, 2020</i>	\$33,562,115
Annualized Account Return <i>September 30, 2008 – December 31, 2020</i>	+8.44% Gross, +8.20% Net
Current Allocation	55% Equity / 45% Bonds
Fee Schedule	0.17% Annual Effective Rate*

*Current fee schedule is 0.25% on the first \$10M, 0.15% on the next \$10M, and 0.10% thereafter.

Market Review

Market Review

Portfolio Review

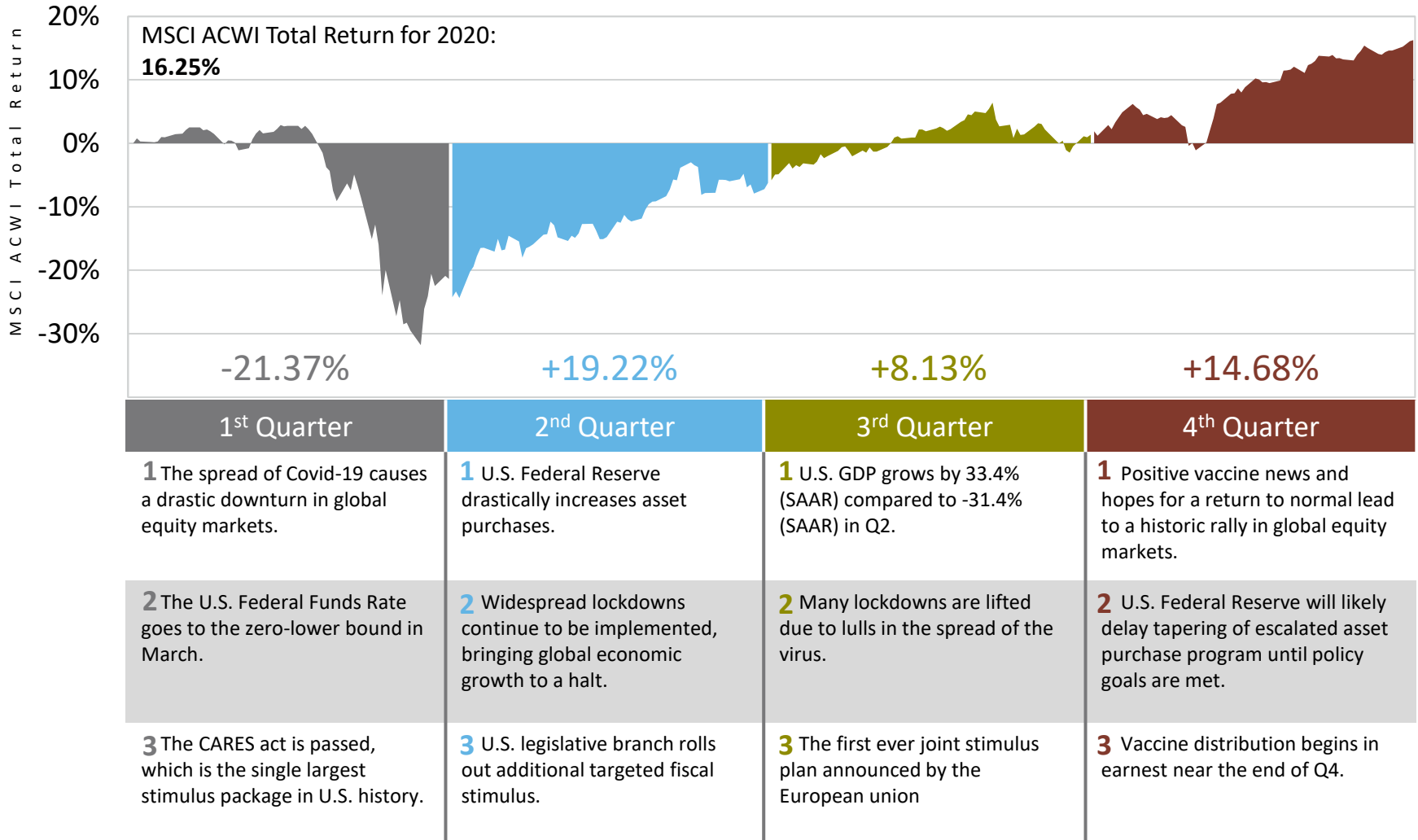
Strategic Review

Appendix

MARKET
REVIEW

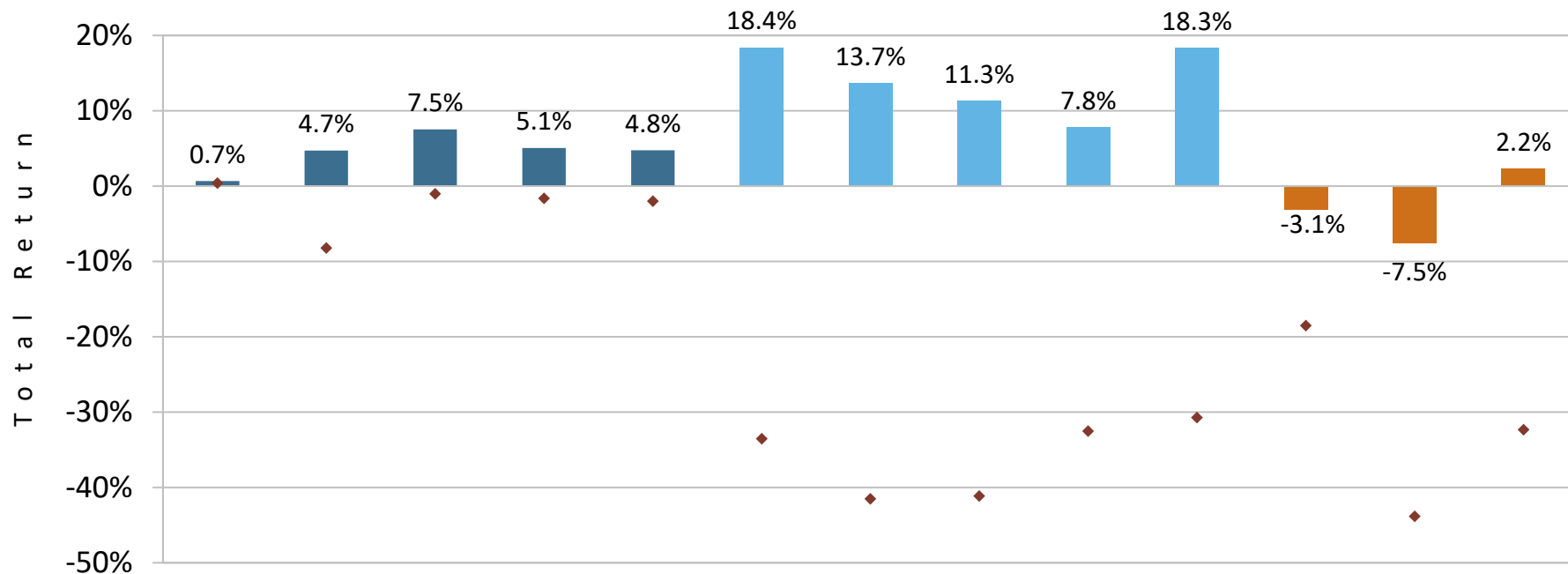
Global Market Events

Calendar Year 2020



Key Developments

Calendar Year 2020



	RISK CONTROL					RISK ASSETS							
	FIXED INCOME					EQUITIES					REAL ASSETS		
	Cash	Municipal Bonds	U.S. Fixed Income	TIPS	Intl. Fixed Income	U.S. Large Cap	U.S. Mid Cap	U.S. Small Cap	Dev. Ex-U.S.	Emerging Markets	Comm.	Real Estate	Infra.
Calendar Year	0.7	4.7	7.5	5.1	4.8	18.4	13.7	11.3	7.8	18.3	-3.1	-7.5	2.2
Recovery	0.1	12.3	6.4	6.3	4.8	70.2	91.7	90.1	61.4	73.5	26.0	54.7	45.8
Max Loss	0.4	-8.2	-1.0	-1.6	-2.0	-33.5	-41.5	-41.1	-32.5	-30.7	-18.5	-43.8	-32.3

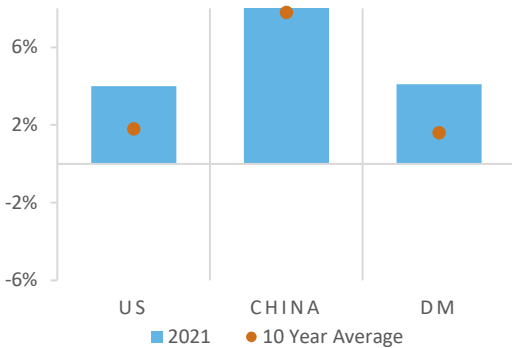
Data: Bloomberg. Asset class performance is represented by the stated index return. Max loss represents the period 2/19/2020 – 3/23/2020. Recovery represents the period 3/23/2020 – 12/31/2020

2021 Outlook

A Year of Revival, Restoration and Accommodation

EARLY STAGES OF A NEW ECONOMIC CYCLE

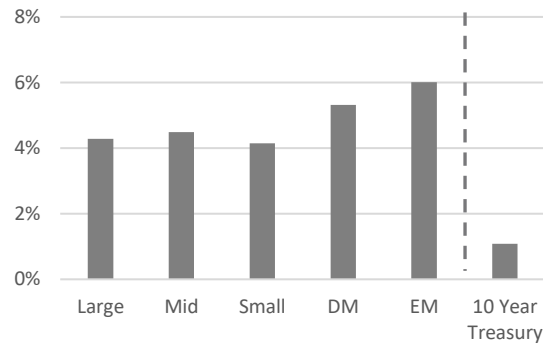
PROJECTED GDP GROWTH



- Widespread distribution of highly effective vaccines should lead to a strong pickup in growth, particularly in the second half of the year.
- Massive policy support and additional household savings provide a conducive backdrop to unleash pent-up demand.
- The near-term path of the virus and the success of the vaccination programs remain the most important factors to the outlook.

STOCKS CONTINUE TO OFFER SUPERIOR RELATIVE RETURN

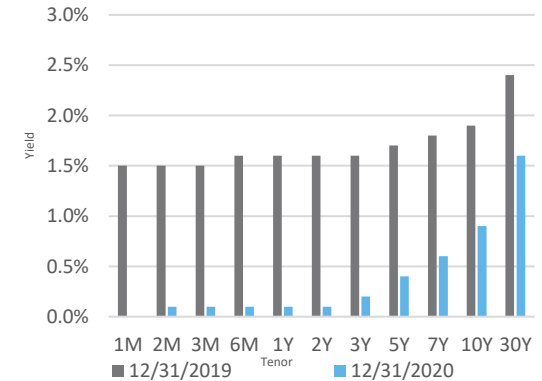
EARNINGS YIELD / YIELD



- Equity earnings yields remain above sovereign bond yields, supporting our preference for stocks relative to bonds.
- The economic backdrop and valuations favor U.S. mid and small companies as well as international stocks.
- Infrastructure is also attractive, trading at a discount to global stocks.

LONG TERM IMPLICATIONS OF COLLAPSING INTEREST RATES

U.S. TREASURY YIELD



- APCM updated our long-term strategic perspective as the response to the pandemic created meaningful changes to return expectations.
- Publicly traded high yield bonds and alternative beta improve return expectations and increase diversification benefits.
- If appropriate, qualified clients meeting minimum investment requirements can now access the return premia in the private markets.

Portfolio Review

Market Review

Portfolio Review

Strategic Review

Appendix

Historical Market Value as of December 31, 2020

City of Kenai Permanent Funds

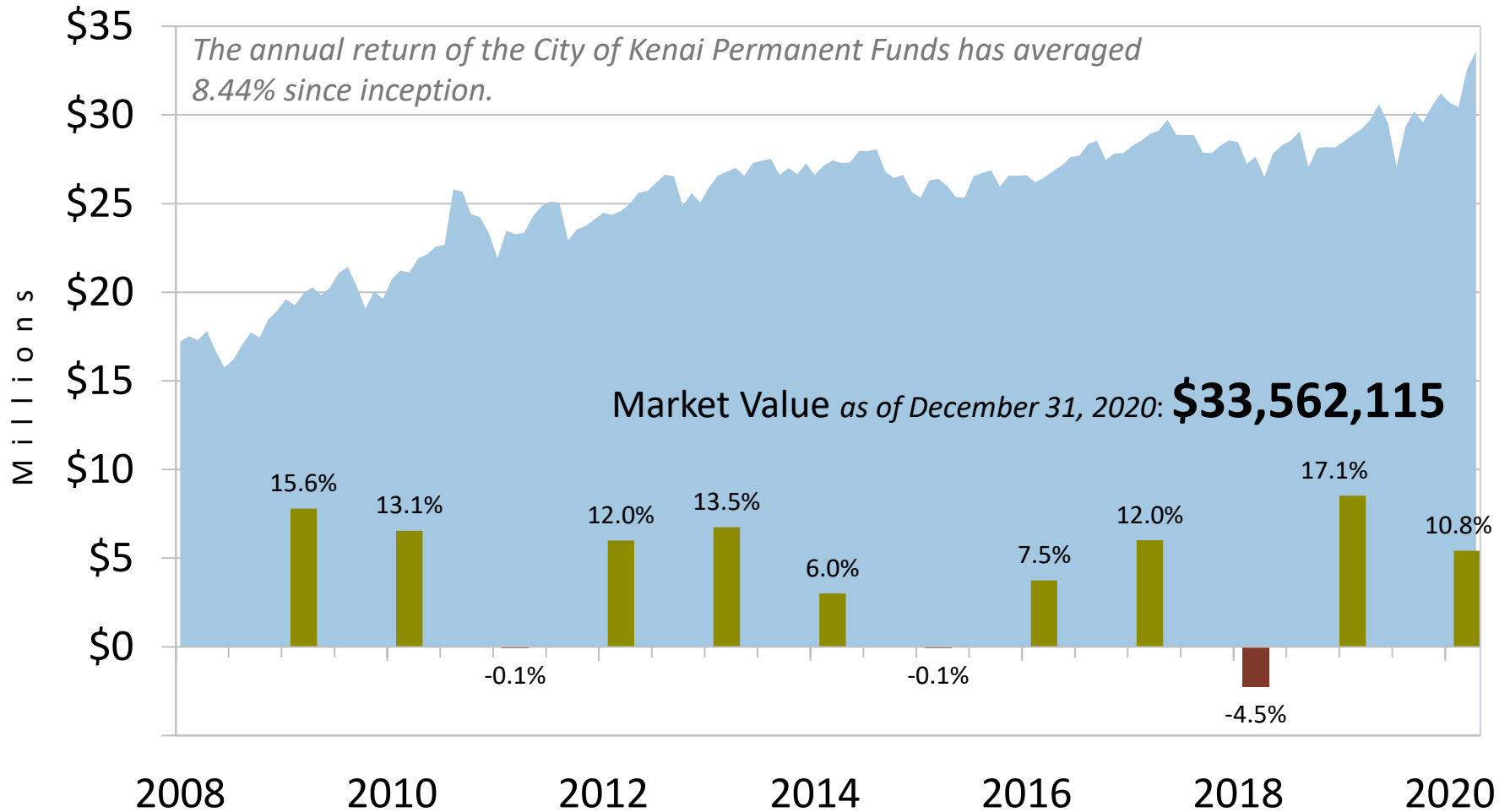
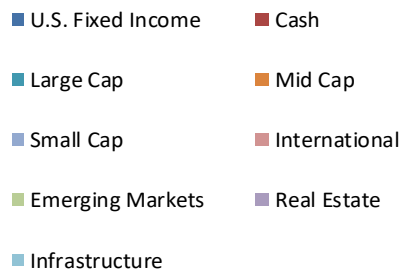
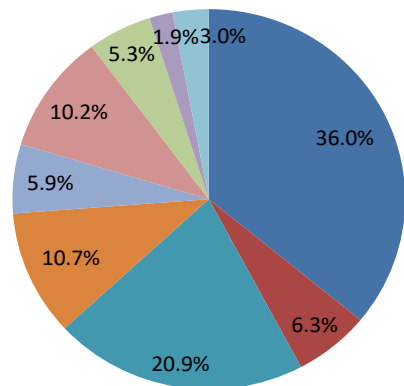


Chart shows month-end portfolio market value from September 2008 to December 2020 and annual returns from December 2008 to December 2020. Performance is gross of fees.

Asset Allocation as of December 31, 2020

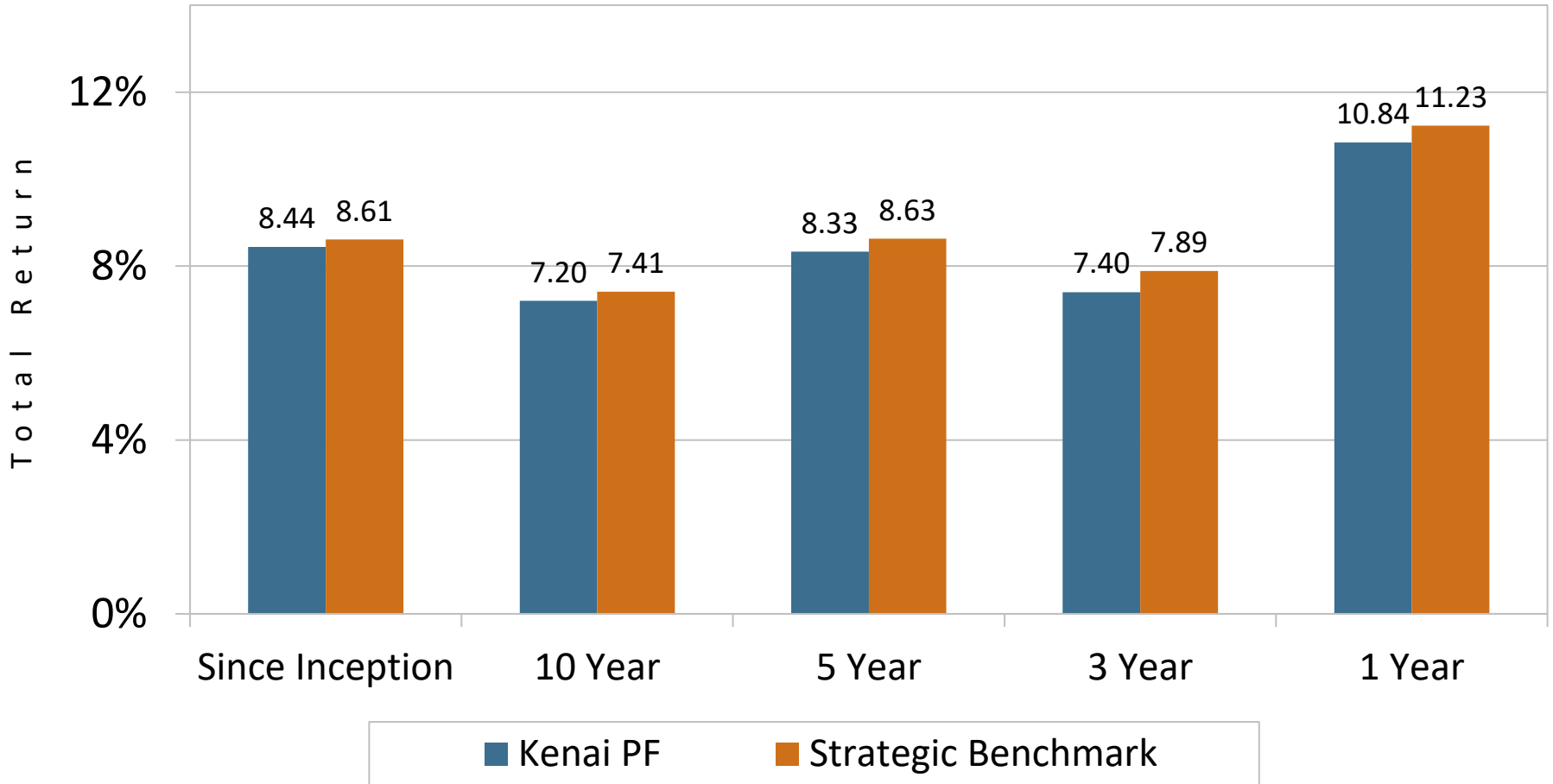
City of Kenai Permanent Funds



Asset Class	% Assets	Strategic Benchmark	Range	Market Value
Fixed Income	42.2%	45%		\$14,167,015
U.S. Fixed Income	36.0%	40	35-65%	\$12,068,708
Cash	6.3%	5	0-10	\$2,098,307
Equities	57.8%	55%		\$19,395,100
Large Cap	20.9%	20	15-25%	\$7,015,196
Mid Cap	10.7%	10	5-15	\$3,587,646
Small Cap	5.9%	5	0-10	\$1,969,325
International	10.2%	10	5-15	\$3,408,193
Emerging Markets	5.3%	5	0-10	\$1,772,297
Real Estate	1.9%	2	0-5	\$647,883
Infrastructure	3.0%	3	0-6	\$994,560
Total				\$33,562,115

Account Performance as of December 31, 2020

City of Kenai Permanent Funds



Performance is gross of fees and annualized for periods greater than one year. Inception performance begins on September 30, 2008. Strategic benchmark is a blended return of the account's target allocation.

Strategic Review

Market Review

Portfolio Review

Strategic Review

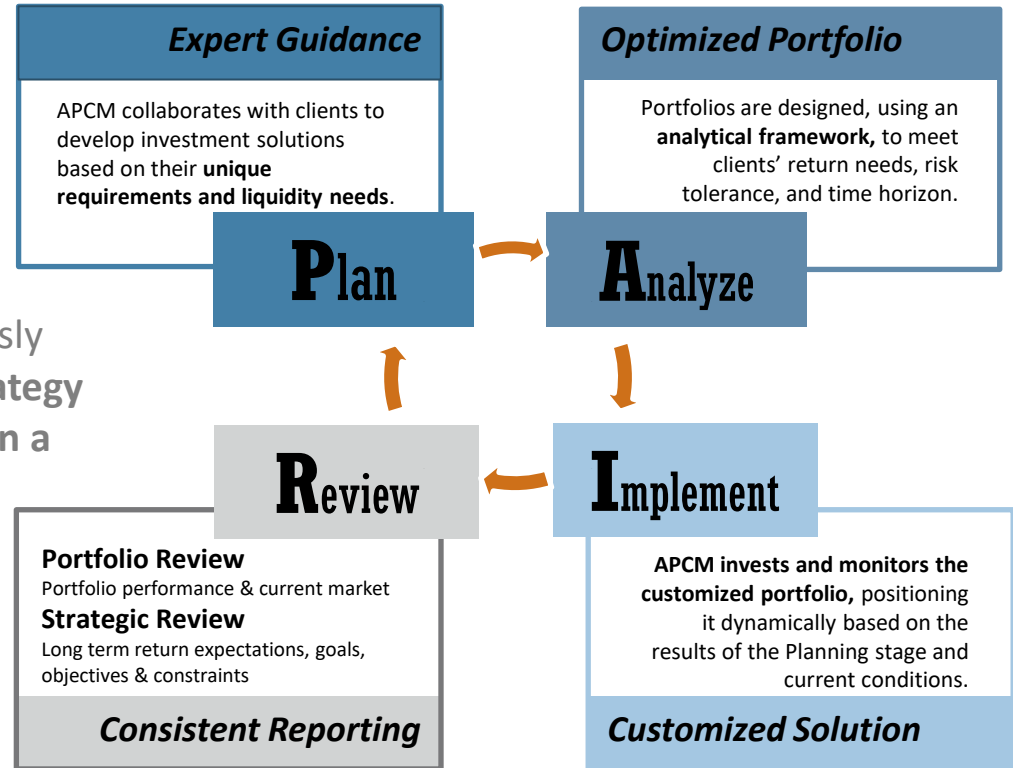
Appendix

- After an allocation is selected, **assessing the continued appropriateness of an asset allocation** is an integral part of the PAIR process.

- APCM designed this process to continuously confirm that **each client's customized strategy achieves the highest return possible given a specified level of risk.**

- This review is formally conducted each year and is beneficial as it maintains a customized investment strategy that:

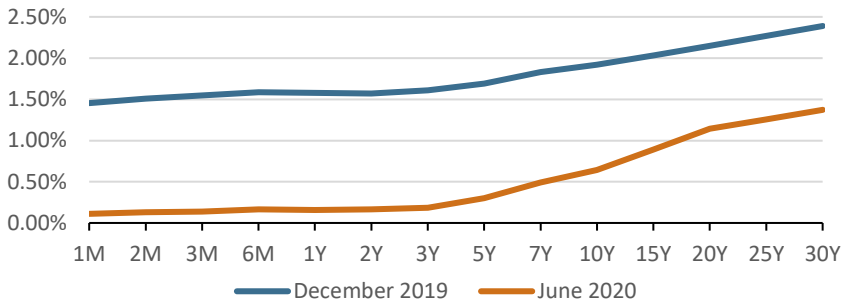
- Prudently **evaluates new investment opportunities, and**
- Confirms the **ability of the strategic allocation to meet the stated long-term objectives.**



Bond Yields have Fallen Dramatically

Treasury yields dropped near record lows in response to COVID 19 pandemic.

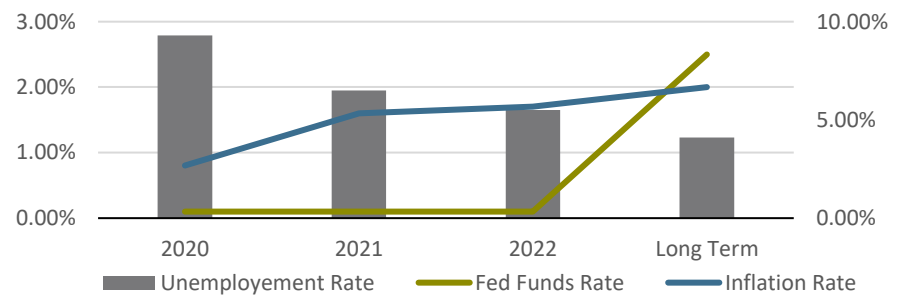
US Treasury Yields by Tenure



Policy is Expected to Remain Accommodative

Monetary and Fiscal policy to remain easy into the foreseeable future.

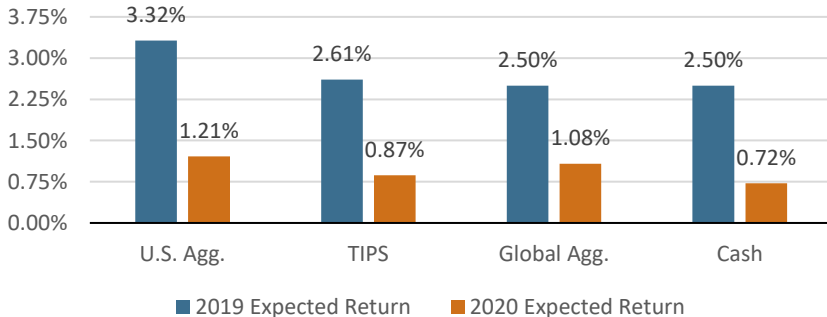
Forward Economic Expectations



Bond Return Expectations

Lower starting yields reduces long term total return expectations.

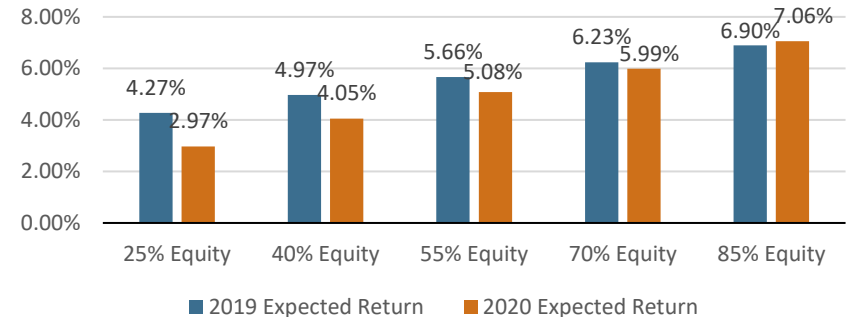
Expected Return by Asset Class



Portfolio Return Expectations

Impact of lower bond returns varies across the risk spectrum.

Expected Return by Model Portfolio



Risk and return data from Windham Portfolio Advisor.

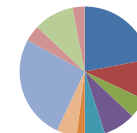
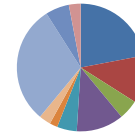
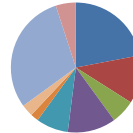
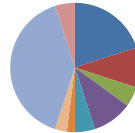
Asset Allocation Considerations

Accept, Prepare, Adapt

- The goals of the permanent fund are to support a 4.0% average annual draw and provide inflation proofing for the fund's corpus.
- Given the large shift in yields due to policymaker's response to the COVID-19 pandemic and the expectations for a persistent low-rate environment, significant changes to APCM's forward looking return and risk projections were made.
- With these changes, the long term expected return for the permanent fund has fallen to 5.3% from 5.9% in 2019, below the level necessary to support its goals.
- Following discussion, APCM recommends City of Kenai adopt a new asset allocation, increasing its equity allocation and reducing its fixed income allocation in order to meet the required return of 6.0%.
- Other options discussed included the additions of high yield and alternative beta strategies to the portfolio. These strategies would generate the same expected return as the above recommendation with a slightly lower expected risk. These options will continue to be discussed and may be recommended in the future.

City of Kenai Permanent Fund Portfolio Options

Accept, Prepare, Adapt



Asset Class	55% Equity / Current	65 Equity / Recommended	New Model W/ HY	New Model W/ HY & AB
Large Cap Equity	20.0%	22.0%	22.0%	22.0%
Mid Cap Equity	10.0%	12.0%	12.0%	10.0%
Small Cap Equity	5.0%	6.0%	5.0%	5.0%
International Equity	10.0%	12.0%	12.0%	8.0%
Emerging Markets Equity	5.0%	8.0%	5.0%	5.0%
REITs	2.0%	2.0%	2.0%	2.0%
Infrastructure	3.0%	3.0%	3.0%	5.0%
U.S. Fixed Income	40.0%	30.0%	30.0%	26.0%
U.S. Corporate High Yield	0.0%	0.0%	6.0%	4.0%
Alternative Beta	0.0%	0.0%	0.0%	10.0%
Cash	5.0%	5.0%	3.0%	3.0%
Expected Annual Return	5.7%	6.5%	6.5%	6.5%
Expected Range	-12.3% to 23.7%	-14.9% to 28.0%	-14.4% to 27.5%	-13.3% to 26.3%
Expected Annual Risk	9.0%	10.7%	10.4%	9.9%
Long Term Expected Return	5.3%	6.0%	6.0%	6.0%
Less Inflation	-2.0%	-2.0%	-2.0%	-2.0%
Net Earnings	3.3%	4.0%	4.0%	4.0%

2020 risk and return data from Windham Portfolio Advisor.

Appendix

Market Review

Portfolio Review

Strategic Review

Appendix



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS

December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
11,329	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	11,846	106.37	12,051	0.04	453	38	-0.24
103,841	FG POOL C91270 4.500% Due 10-01-29	105.67	109,731	109.32	113,519	0.34	4,673	389	0.61
96,162	FG POOL J30401 3.000% Due 01-01-30	101.30	97,409	107.54	103,412	0.31	2,885	240	0.65
105,964	FG POOL G16255 2.500% Due 07-01-32	99.70	105,649	106.58	112,942	0.34	2,649	221	0.78
105,271	FNCL POOL 995373 4.500% Due 02-01-39	106.72	112,344	112.24	118,155	0.35	4,737	395	1.80
115,000	FR RB5095 MTGE 2.000% Due 01-01-41	103.84	119,411	103.99	119,587	0.36	2,300	192	0.47
275,473	FN POOL AJ1405 4.000% Due 09-01-41	104.48	287,827	110.07	303,225	0.90	11,019	918	1.60
143,706	FN POOL AT2324 3.000% Due 01-01-43	100.20	143,998	108.81	156,373	0.47	4,311	72	1.44
205,675	FG POOL V80057 3.000% Due 05-01-43	100.23	206,157	109.40	225,000	0.67	6,170	514	1.43
135,805	FN POOL AL3180 3.000% Due 05-01-43	100.20	136,081	108.81	147,777	0.44	4,074	340	1.45
181,772	FG POOL G08722 3.500% Due 09-01-46	102.09	185,564	107.03	194,551	0.58	6,362	530	1.79
66,646	FN AS8483 3.000% Due 12-01-46	102.95	68,615	105.52	70,329	0.21	1,999	167	1.29
87,121	FN POOL BD2453 3.000% Due 01-01-47	99.89	87,026	108.37	94,414	0.28	2,614	218	1.29
346,014	FN POOL AS8810 3.500% Due 02-01-47	102.04	353,069	106.52	368,577	1.10	12,110	1,009	1.87
112,937	FN POOL MA2930 4.000% Due 03-01-47	103.56	116,961	107.67	121,605	0.36	4,517	376	1.91
92,637	FG G61893 3.000% Due 07-01-47	101.14	93,694	105.12	97,381	0.29	2,779	232	1.26
55,792	FN MA3276 3.500% Due 02-01-48	105.75	59,000	106.11	59,202	0.18	1,953	163	1.56
102,731	FN MA3305 3.500% Due 03-01-48	103.02	105,829	105.96	108,856	0.32	3,596	300	1.34
35,503	FN POOL MA3638 4.000% Due 04-01-49	103.09	36,601	106.80	37,916	0.11	1,420	118	2.03
77,021	FR RA1343 3.000% Due 09-01-49	104.69	80,632	106.60	82,109	0.24	2,311	193	1.30



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS

December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
60,085	FN MA3834 3.000% Due 11-01-49	101.90	61,225	104.86	63,007	0.19	1,803	150	1.26
63,517	FN MA3871 3.000% Due 12-01-49	101.91	64,727	104.71	66,506	0.20	1,905	159	1.26
68,556	FR QA5517 3.000% Due 12-01-49	102.31	70,141	104.80	71,849	0.21	2,057	171	1.30
69,783	FN MA3960 3.000% Due 03-01-50	102.31	71,396	104.83	73,155	0.22	2,093	174	1.44
98,200	FANNIE MAE POOL 2.500% Due 05-01-50	104.98	103,095	105.51	103,608	0.31	2,455	205	0.92
170,932	FANNIE MAE POOL 2.500% Due 08-01-50	105.11	179,666	105.93	181,062	0.54	4,273	356	0.92
114,683	FN CA7738 MTGE 2.500% Due 11-01-50	105.64	121,152	105.65	121,165	0.36	2,867	239	0.92
115,000	FN MA4237 MTGE 2.000% Due 01-01-51	103.73	119,295	103.89	119,471	0.36	2,300	192	1.12
	Accrued Interest				8,270	0.02			
			3,308,140		3,455,072	10.29		8,270	
CORPORATE BONDS									
100,000	ABBVIE INC 2.900% Due 11-06-22	101.31	101,307	104.61	104,608	0.31	2,900	443	0.39
100,000	GOLDMAN SACHS GROUP INC 3.625% Due 01-22-23	101.98	101,985	106.71	106,713	0.32	3,625	1,601	0.35
75,000	STARBUCKS CORP 3.100% Due 03-01-23	98.54	73,902	105.63	79,226	0.24	2,325	775	0.48
100,000	AVALONBAY COMMUNITIES 2.850% Due 03-15-23	100.82	100,816	104.37	104,373	0.31	2,850	839	0.84
100,000	AFLAC INC 3.625% Due 06-15-23	104.97	104,975	107.82	107,820	0.32	3,625	161	0.42
200,000	BANK OF NEW YORK MELLON 2.200% Due 08-16-23	97.83	195,666	104.75	209,508	0.62	4,400	1,650	0.38
200,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	210,362	110.04	220,088	0.66	7,750	3,229	0.58
100,000	MORGAN STANLEY IND FINANCIAL SRV 3.875% Due 04-29-24	103.71	103,711	110.78	110,782	0.33	3,875	667	0.60
100,000	WELLS FARGO & COMPANY 3.300% Due 09-09-24	99.88	99,882	109.52	109,521	0.33	3,300	1,027	0.68
150,000	KIMCO REALTY CORP 3.300% Due 02-01-25	94.92	142,377	109.31	163,960	0.49	4,950	2,062	0.97



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS

December 31, 2020

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150,000	REYNOLDS AMERICAN INC 4.450% Due 06-12-25	108.47	162,700	113.90	170,848	0.51	6,675	352	1.23
150,000	CITIGROUP INC 3.700% Due 01-12-26	101.65	152,470	113.64	170,454	0.51	5,550	2,605	0.92
100,000	KROGER CO 2.650% Due 10-15-26	99.82	99,820	109.23	109,230	0.33	2,650	559	1.00
100,000	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	106.12	106,120	115.04	115,040	0.34	3,500	875	1.01
100,000	ENBRIDGE INC 3.700% Due 07-15-27	101.13	101,135	113.97	113,972	0.34	3,700	1,706	1.45
100,000	ANHEUSER-BUSCH INBEV WORLDWIDE 4.000% Due 04-13-28	114.31	114,309	117.90	117,896	0.35	4,000	867	1.41
100,000	INTEL CORP 2.450% Due 11-15-29	105.62	105,622	108.48	108,476	0.32	2,450	313	1.43
100,000	AT&T INC 6.375% Due 03-01-41	119.32	119,320	146.80	146,804	0.44	6,375	2,125	3.20
100,000	HOME DEPOT INC 4.875% Due 02-15-44	115.63	115,627	142.28	142,282	0.42	4,875	1,842	2.46
100,000	CARDINAL HEALTH 4.900% Due 09-15-45	111.47	111,470	123.10	123,103	0.37	4,900	1,443	3.50
100,000	BANK OF AMERICA CORP 4.443% Due 01-20-48	106.31	106,308	132.36	132,360	0.39	4,443	1,987	2.74
100,000	Sysco Corporation 4.450% Due 03-15-48	120.54	120,536	122.06	122,060	0.36	4,450	1,310	3.23
75,000	NUTRIEN LTD 3.950% Due 05-13-50	99.74	74,803	121.97	91,474	0.27	2,962	395	2.84
	Accrued Interest				28,835	0.09			
			2,725,224		3,009,435	8.97		28,835	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
3,435	FLEXSHARES QUAL DIV ETF	40.53	139,217	49.44	169,826	0.51	NA		
18,309	SPDR S&P 500 ETF	195.51	3,579,531	373.88	6,845,369	20.40	NA		
			3,718,747		7,015,195	20.90			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
15,610	ISHARES CORE S&P MIDCAP 400 ETF	94.45	1,474,345	229.83	3,587,646	10.69	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
21,429	ISHARES S&P SMALLCAP 600 INDEX ETF	41.51	889,547	91.90	1,969,325	5.87	NA		



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS

December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
INTERNATIONAL EQUITY FUNDS/ETF									
19,811	ISHARES ETF CORE MSCI EAFE	55.79	1,105,233	69.09	1,368,742	4.08	NA		
27,953	ISHARES MSCI EAFE INDEX FUND	63.35	1,770,855	72.96	2,039,451	6.08	NA		
			2,876,088		3,408,193	10.15			
EMERGING MARKET FUNDS/ETF									
28,567	ISHARES ETF CORE MSCI EMERGING MKTS	43.29	1,236,708	62.04	1,772,297	5.28	NA		
REAL ESTATE & INFRASTRUCTURE									
18,500	FLEXSHAR STX GLOBAL BROAD INF ETF	49.28	911,756	53.76	994,560	2.96	NA		
6,170	JPMORGAN BETABUILDERS MSCI US REIT ETF	76.81	473,927	79.15	488,355	1.46	NA		
4,335	PACER INDUSTRIAL REAL ESTATE ETF	35.08	152,072	36.80	159,528	0.48	NA		
			1,537,755		1,642,443	4.89			
U.S. TREASURY									
40,000	US TREASURY NOTES 2.000% Due 12-31-21	101.31	40,524	101.87	40,747	0.12	800	2	0.13
150,000	US TREASURY NOTES 1.875% Due 01-31-22	100.09	150,129	101.89	152,836	0.46	2,812	1,177	0.13
285,000	US TREASURY NOTES 2.125% Due 06-30-22	99.70	284,158	102.99	293,527	0.87	6,056	17	0.13
50,000	US TREASURY NOTES 0.125% Due 07-31-22	100.02	50,010	100.02	50,008	0.15	62	26	0.11
300,000	US TREASURY NOTE 0.125% Due 10-31-22	99.91	299,742	100.02	300,048	0.89	375	64	0.12
280,000	US TREASURY NOTES 2.625% Due 02-28-23	99.72	279,213	105.36	295,016	0.88	7,350	2,497	0.14
20,000	US TREASURY NOTES 0.125% Due 07-15-23	100.00	19,999	99.95	19,991	0.06	25	12	0.14
190,000	US TREASURY NOTE 0.125% Due 10-15-23	99.75	189,532	99.93	189,867	0.57	237	51	0.15
150,000	US TREASURY NOTES 1.625% Due 10-31-23	99.41	149,109	104.18	156,264	0.47	2,437	417	0.15
425,000	US TREASURY NOTES 2.375% Due 08-15-24	101.53	431,507	107.78	458,052	1.36	10,094	3,813	0.22
205,000	US TREASURY NOTES 1.375% Due 01-31-25	104.70	214,633	104.50	214,225	0.64	2,819	1,180	0.27
75,000	US TREASURY NOTES 2.750% Due 06-30-25	99.71	74,780	110.89	83,165	0.25	2,062	6	0.31



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS

December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
20,000	US TREASURY NOTES 0.250% Due 07-31-25	100.16	20,032	99.71	19,941	0.06	50	21	0.31
210,000	US TREASURY NOTES 2.500% Due 02-28-26	99.75	209,482	110.86	232,804	0.69	5,250	1,784	0.37
75,000	US TREASURY NOTES 1.625% Due 05-15-26	95.63	71,726	106.48	79,858	0.24	1,219	158	0.41
250,000	US TREASURY NOTES 2.000% Due 11-15-26	95.26	238,145	108.84	272,100	0.81	5,000	649	0.47
15,000	US TREASURY NOTES 0.375% Due 07-31-27	99.90	14,985	98.69	14,803	0.04	56	24	0.58
300,000	US TREASURY NOTES 3.125% Due 11-15-28	102.38	307,141	118.40	355,194	1.06	9,375	1,217	0.72
240,000	US TREASURY NOTES 2.625% Due 02-15-29	101.74	244,179	114.80	275,513	0.82	6,300	2,380	0.74
225,000	US TREASURY NOTES 1.500% Due 02-15-30	108.51	244,143	105.79	238,034	0.71	3,375	1,275	0.84
10,000	US TREASURY NOTES 0.625% Due 05-15-30	100.79	10,079	97.77	9,777	0.03	62	8	0.87
330,000	US TREASURY NOTE 0.625% Due 08-15-30	99.73	329,098	97.50	321,750	0.96	2,062	779	0.90
325,000	US TREASURY NOTES 3.875% Due 08-15-40	127.11	413,113	143.32	465,790	1.39	12,594	4,757	1.35
55,000	US TREASURY NOTES 3.125% Due 02-15-43	117.36	64,546	131.16	72,138	0.21	1,719	649	1.47
500,000	US TREASURY NOTES 2.875% Due 05-15-49	102.98	514,907	129.11	645,545	1.92	14,375	1,866	1.60
15,000	US TREASURY NOTES 1.250% Due 05-15-50	100.74	15,111	90.72	13,608	0.04	187	24	1.65
50,000	US TREASURY NOTES 1.625% Due 11-15-50	98.39	49,195	99.62	49,812	0.15	812	105	1.64
	Accrued Interest				24,958	0.07			
			4,929,218		5,345,372	15.93		24,958	
AGENCIES									
125,000	FEDERAL HOME LOAN BANK 0.600% Due 08-27-25	99.90	124,875	99.66	124,571	0.37	750	258	0.67
125,000	FHLB 1.625% Due 03-12-27	104.27	130,335	106.71	133,385	0.40	2,031	615	0.52
	Accrued Interest				873	0.00			
			255,210		258,830	0.77		873	



Portfolio Appraisal

CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
CASH AND EQUIVALENTS									
	DIVIDEND ACCRUAL		28,928		28,928	0.09			
	WF ADV GOVT MM FD-INSTL #1751		2,069,379		2,069,379	6.17			
			2,098,307		2,098,307	6.25			
TOTAL PORTFOLIO			25,049,290		33,562,115	100	299,167	62,936	



PERFORMANCE HISTORY

GROSS OF FEES

CITY OF KENAI PERMANENT FUNDS 711522558

Time Period	Percent Return																
	Per Period																
Total Account	Blend	Fixed Income	BB BARC AGG BENCH	Domestic Large Cap Equity	S&P 500 LARGE CAPS BENCH	Domestic Mid Cap Equity	S&P 400 MIDCAP BENCH	Domestic Small Cap Equity	S & P 600 SMALL CAPS BENCH	Emerging Market Equity	MSCI EAFE Index	Emerging Market Equity	MSCI EMERGING MARKET BENCH	Real Estate	S&P US REIT BENCH	STOXX INFRA	
12-31-19 to 01-31-20	-0.30	-0.08	1.74	1.92	-0.41	-0.04	-2.60	-2.61	-4.02	-3.97	N/A	-2.09	-5.90	-4.66	1.00	1.17	1.14
01-31-20 to 02-29-20	-3.49	-3.91	1.85	1.80	-8.00	-8.23	-9.48	-9.49	-9.56	-9.61	N/A	-9.04	-3.72	-5.27	-7.52	-7.91	-7.80
02-29-20 to 03-31-20	-8.40	-8.80	0.49	-0.59	-12.72	-12.35	-20.34	-20.25	-22.33	-22.40	N/A	-13.35	-16.92	-15.40	-16.92	-21.53	-13.89
03-31-20 to 04-30-20	6.00	6.81	1.31	1.78	12.67	12.82	14.10	14.18	12.87	12.70	N/A	6.46	7.87	9.16	6.55	8.23	6.83
04-30-20 to 05-31-20	2.90	2.70	0.36	0.47	4.77	4.76	7.27	7.31	4.40	4.31	N/A	4.35	3.16	0.77	3.72	0.17	4.65
05-31-20 to 06-30-20	1.58	1.72	0.50	0.63	1.76	1.99	1.49	1.26	3.54	3.74	N/A	3.40	6.77	7.35	0.83	3.04	-0.22
06-30-20 to 07-31-20	3.13	3.27	1.08	1.49	5.84	5.64	4.56	4.61	4.28	4.11	N/A	2.33	8.63	8.94	3.66	4.14	3.67
07-31-20 to 08-31-20	2.34	2.39	-0.77	-0.81	6.95	7.19	3.58	3.51	3.86	3.99	N/A	5.14	3.07	2.21	2.05	0.75	2.89
08-31-20 to 09-30-20	-1.68	-1.79	0.06	-0.05	-3.75	-3.80	-3.34	-3.25	-4.67	-4.70	N/A	-2.60	-0.94	-1.60	-2.04	-3.21	-1.64
09-30-20 to 10-31-20	-0.78	-0.81	-0.45	-0.45	-2.49	-2.66	2.24	2.17	2.55	2.58	N/A	-3.99	1.30	2.06	-2.82	-2.57	-3.30
10-31-20 to 11-30-20	7.06	7.45	0.49	0.98	10.69	10.95	14.60	14.28	18.22	18.17	N/A	15.50	9.63	9.25	9.42	10.73	10.01
11-30-20 to 12-31-20	2.97	2.86	0.10	0.14	3.71	3.84	6.46	6.52	8.24	8.32	N/A	4.65	7.11	7.35	2.98	3.36	2.27
Date to Date																	
12-31-19 to 12-31-20	10.84	11.23	6.95	7.51	17.19	18.40	13.93	13.66	11.46	11.29	N/A	7.82	18.01	18.31	-1.89	-7.52	2.24

Disclosures

Important Assumptions

IMPORTANT: The projections or other information generated by Alaska Permanent Capital Management Company (APCM) regarding the likelihood of various outcomes are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. There can be no assurance that the projected or simulated results will be achieved or sustained. The charts and data only present a range of possible outcomes. Actual results will vary over time, and such results may be better or worse than the simulated scenarios. Clients should be aware that the potential for loss (or gain) may be greater than that demonstrated in the simulations. Please note that the analysis does not take into consideration all asset classes, and other asset classes not considered may have characteristics similar or superior to those being analyzed.

Important Legal Information

These calculations are designed to be informational and educational only, and when used alone, do not constitute investment advice. APCM encourages investors to review their investment strategy periodically as financial circumstances do change.

Model results are provided as a rough approximation of future financial performance. Actual results could produce different outcomes (either better or worse) than those illustrated by the model, since it is not possible to anticipate every possible combination of financial market returns. APCM is not responsible for the consequences of any decisions or actions taken in reliance upon or as a result of the information provided by the results of the model.

Other Influences on Rates of Return

Investment management fees: Returns are presented gross of management fees and include the reinvestment of all income. Actual returns will be reduced by investment advisory fees and other expenses that may be incurred in the management of the account. The collection of fees produces a compounding effect on the total rate of return net of management fees. As an example, the effect of investment management fees on the total value of a client's portfolio assuming (a) quarterly fee assessment, (b) \$1,000,000 investment, (c) portfolio return of 8% a year, and (d) 1.00% annual investment advisory fee would be \$10,416 in the first year, and cumulative effects of \$59,816 over five years and \$143,430 over ten years. Actual investment advisory fees incurred by clients may vary.

Taxes: Unless noted otherwise, model results have not been adjusted for any state or federal taxes or penalties.

Inflation: Unless noted otherwise, model results do not adjust any inputs or outcomes for inflation. Inflation is assumed to be constant over the investment horizon.

Limitations Inherent in Model Results

Limitations include but are not restricted to the following:

Model results do not represent actual trading and may not reflect the impact that material economic and market factors might have had on APCM's decision making if the actual client money were being managed.

Extreme market movements may occur more frequently than represented in the model.

Some asset classes have relatively limited histories. While future results for all asset classes in the model may materially differ from those assumed in APCM's calculations, the future results for asset classes with limited histories may diverge to a greater extent than the future results of asset classes with longer track records.

Market crises can cause asset classes to perform similarly over time; reducing the accuracy of the projected portfolio volatility and returns. The model is based on the long-term behavior of the asset classes and therefore is less reliable for short-term periods. This means that the model does not reflect the average periods of "bull" and "bear" markets, which can be longer than those modeled.

The model represent APCM's best view of the next 7-10 years, but is unlikely to reflect actual investment returns worldwide over this period.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3179-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, AMENDING POSITIONS IN THE CLASSIFIED SERVICE IN THE PUBLIC WORKS AND SENIOR CENTER DEPARTMENTS AS ESTABLISHED BY THE ANNUAL BUDGET.

WHEREAS, pursuant to KMC 23.10.030, positions in the classified service are established by the annual budget or classification plan; and,

WHEREAS, Ordinance 3121-2020 adopted the annual budget for the fiscal year commencing July 1, 2020 and ending June 30, 2021, which included the Authorized Personnel Staffing Table, organizational chart, and staffing for each department; and,

WHEREAS, the fiscal year 2021 Budget included an Activities/Volunteer Coordinator position graded at a range 2.40 in the Senior Citizens Fund and a Public Works Administrative Assistant II position graded at a range 9 in the General Fund; and,

WHEREAS, the Human Resource Director worked with the City Manager, Assistant to City Manager, Public Works Director, and Senior Center Director to improve the position descriptions, classification, grading and title for the existing Public Works Administrative Assistant II and Activities/Volunteer Coordinator positions to better reflect the current administrative support needs in the Public Works and the Senior Center; and,

WHEREAS, the updated position descriptions reflect the expanded scope and responsibility for both positions, adding project support and procurement experience to the Public Works Administrative Assistant II position, and resulting in a role classified appropriately as an Administrative Assistant III graded at a range 10 and adding administrative support duties to the Activities/Volunteer Coordinator resulting in a role graded at a range 9; and,

WHEREAS, this update in the structure, due to vacancy and an employee transfer, will not require an increase to the adopted FY2021 Budget; however, it will have implications beyond the current fiscal year as the amended and reclassified position are graded at higher salary ranges; and,

WHEREAS, the City Manager recommends updating the organizational structure to allow for revised Public Works Administrative Assistant III and Senior Center Activities/Volunteer Coordinator positions with salary ranges reflecting the revised responsibilities of those positions as referenced in Attachment A; and,

WHEREAS, these amendments to position descriptions and Authorized Personnel Staffing Table are in the best interests of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. The Authorized Personnel Staffing Table in the annual budget for the fiscal year commencing July 1, 2020 and ending June 30, 2021, is amended as referenced in Attachment A.

Section 2. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect upon adoption.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: _____

Introduced: January 20, 2021
Enacted: February 3, 2021
Effective: February 3, 2021



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Stormy Brown, Human Resources Director

DATE: January 11, 2021

SUBJECT: **Ordinance 3179-2021 - Amending Positions in the Classified Service Established by the Annual Budget**

Each fiscal year, the City Manager proposes the Authorized Personnel Staffing Table as part of the Budget document to communicate how each specific position within the City shall be assigned to support each department. In most cases, the Table remains as published. On occasion, however, the City Manager may find it necessary to request that mid-budget revisions to the approved personnel plans be considered by the City Council in order to best support the changing needs of the City's departments. In this Ordinance, the Administration seeks the Council's approval to make changes to two positions in order to improve the administrative support models for both the Public Works and Senior Center departments.

First, we ask that the City Council approve the grade change requested for the administrative support position within Public Works. The City Council has authorized and appropriated funds for an increased amount of important capital projects needed by the City, however several currently funded projects are not yet started due to a lack of available internal resources to initiate the work. Administration worked with Human Resources and Public Works to review the support needs of the Public Works department and identified that a restructure of the department's support position will be a critical first step to strengthening the capacity of this group.

Today, the support position for Public Works, an **Administrative Assistant II** (Grade 9), fills the role of a general administrative support function but does not require the level of project support and procurement experience necessary to successfully coordinate expanded procurement needs or carry each project through the necessary tollgates, addressing gaps and following up on open items as an active participant in this critical process. Restructuring this position to include procurement and project support experience will ensure that the position can be utilized to fully support the project and purchasing needs of the department. A newly structured position has been proposed as the equivalent to an **Administrative Assistant III** (Grade 10), which would provide additional project and purchasing support in Public Works. As the Administrative Assistant III is already identified and classified within the City's Classification Plan, this change does not

amend the Classification Plan but requires an adjustment to the Authorized Personnel Staffing Table as published on page 330 of the approved FY21 Budget document.

In addition to the Public Works staffing change, while working with the Kenai Senior Center Director, the Administration has identified an opportunity for the role of the **Activities and Volunteer Coordinator** position (Grade 2.4) within the Kenai Senior Center to be reviewed and changed to include administrative support, covering its current duties and adding responsibilities which support the broader department. Currently, a vacant position, the Senior Center Director worked with Human Resources to review the role which would include new administrative support responsibilities to meet the level of support required at the Senior Center and extend the capabilities of other positions within the department. These duties, in addition to the original responsibilities, together resemble the level of support usually found in the City's administrative assistant support levels. Once rewritten and evaluated, the revised position has been established at the Administrative Assistant II level, grade 9, still with a focus on Activities and Volunteer programs at the Senior Center. This approach is similar to many of the City's administrative positions which support specific department needs.

As the current incumbent holding the Administrative Assistant II position in Public Works does not have the procurement and project support experience to assume the new Administrative Assistant III position, it is our intention to transfer the employee into the Administrative Assistant II position now vacant at the Senior Center. We have discussed this opportunity with the current employee, who has indicated interest in making the transfer.

Thank you for your consideration of these revisions and grade changes.



Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2019 Grade</u>	<u>FY2020 Grade</u>	<u>FY2021 Grade</u>	<u>FY2019 Full Time Equivalent Positions</u>	<u>FY2020 Full Time Equivalent Positions</u>	<u>FY2021 Full Time Equivalent Positions</u>
<u>General Fund</u>							
<u>Legislative</u>	Mayor	Unclassified	Unclassified	Unclassified			
	Council Members	Unclassified	Unclassified	Unclassified			
<u>City Clerk</u>	City Clerk	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Administrative Assistant II	9.00	9.00	9.00	1.00	1.00	1.00
<u>Legal Department</u>	City Attorney	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Administrative Assistant II	9.00	9.00	9.00	1.00	1.00	1.00
<u>City Manager</u>	City Manager	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Assistant to the City Manager/Special Projects	18.00	18.00	18.00	1.00	1.00	1.00
<u>Human Resources</u>	Human Resource Director	21.00	21.00	21.00	1.00	1.00	1.00
<u>Finance Department</u>	Finance Director	24.00	24.00	24.00	1.00	1.00	1.00
	IT Manager	18.00	18.00	18.00	1.00	1.00	1.00
	IT Intern	2.40	2.40	2.40	0.10	0.10	0.10
	Accountant	16.00	16.00	16.00	1.00	1.00	1.00
	Accounting Technician I	10.00	10.00	10.00	0.50	0.50	0.50
	Accounting Technician II	11.00	11.00	11.00	1.00	1.00	1.00
	Administrative Assistant I	8.00	8.00	8.00	0.25	0.25	0.25
<u>Land Administration</u>	Temporary Land Technician	10.00	10.00	10.00	0.12	0.02	-
<u>Planning & Zoning Department</u>	City Planner	16.00	16.00	16.00	0.70	0.70	0.70
	Administrative Assistant III	10.00	10.00	10.00	1.00	1.00	1.00
	Commissioners	Unclassified	Unclassified	Unclassified			
<u>Police Department</u>	Police Chief	23.00	23.00	23.00	1.00	1.00	1.00
	Police Lieutenant	20.00	20.00	20.00	1.00	1.00	1.00
	Police Sergeant	18.00	18.00	18.00	3.00	3.00	3.00
	Police Officer	16.00	16.00	16.00	13.00	13.00	13.00
	Temporary Enforcement Officer	3.00	3.00	3.00	0.60	0.60	0.60
	Administrative Assistant III	10.00	10.00	10.00	1.00	1.00	1.00
<u>Fire Department</u>	Fire Chief	22.00	22.00	22.00	1.00	1.00	1.00
	Deputy Chief	-	20.00	20.00	-	1.00	1.00
	Fire Marshall	17.00	17.00	17.00	1.00	1.00	1.00
	Battalion/Training Chief	17.00			1.00	-	-
	Fire Captain	16.00	16.00	16.00	3.00	3.00	3.00
	Fire Engineer	15.00	15.00	15.00	3.00	3.00	3.00
	Firefighter/EMT	13.00	13.00	13.00	10.00	10.00	10.00
	Administrative Assistant II	9.00	9.00	9.00	1.00	1.00	1.00
<u>Communications Department</u>	Communications Supervisor	12.00	12.00	12.00	1.00	1.00	1.00
	Public Safety Dispatcher	9.00	9.00	9.00	7.00	7.00	7.00
<u>Animal Control Department</u>	Chief Animal Control Officer	11.00	11.00	11.00	1.00	1.00	1.00
	Animal Control Officer	9.00	9.00	9.00	2.00	2.00	2.00
<u>Public Works Administration</u>	Public Works Director	23.00	23.00	23.00	0.71	0.71	0.71
	Administrative Assistant II <u>Administrative Assistant III</u>	9.00	9.00	9.00 10.00	1.00	1.00	1.00
<u>Shop Department</u>	Shop Foreman	16.00	16.00	16.00	1.00	1.00	1.00
	Shop Mechanic	14.00	14.00	14.00	2.00	2.00	2.00
<u>Street Department</u>	Street Foreman	16.00	16.00	16.00	0.90	0.91	0.91
	Equipment Lead Operator	14.00	14.00	14.00	0.89	0.90	0.90
	Equipment Operator	11.00	11.00	11.00	3.59	3.64	3.64
	Temporary Equipment Operator	11.00	11.00	11.00	0.14	-	-

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2019 Grade</u>	<u>FY2020 Grade</u>	<u>FY2021 Grade</u>	<u>FY2019 Full Time Equivalent Positions</u>	<u>FY2020 Full Time Equivalent Positions</u>	<u>FY2021 Full Time Equivalent Positions</u>
<u>Building Department</u>	Building Official	17.00	17.00	17.00	1.00	1.00	1.00
	Building Maintenance Lead Technician	14.00	14.00	14.00	0.66	0.66	0.66
	Building Maintenance Technician	12.00	12.00	12.00	0.66	0.66	0.66
<u>Library</u>	Library Director	18.00	18.00	18.00	1.00	1.00	1.00
	Administrative Assistant III	10.00	10.00	10.00	1.00	1.00	1.00
	Library Assistant	6.00	6.00	6.00	3.00	3.00	3.00
	Library Aide (52 week 40 hr/week position)	2.50	2.50	2.50	1.00	1.00	1.00
	Library Aide (52 week 14 hr/week position)	2.50	2.50	2.50	1.05	1.05	1.05
	Library Aide (52 week 25 hr/week position)	2.50	2.50	2.50	0.60	0.60	0.60
<u>Parks, Recreation & Beautification Department</u>	Parks & Recreation & Beautification Director	17.00	17.00	17.00	0.96	0.96	0.96
	Parks & Recreation & Beautification Operator	9.00	9.00	9.00	1.98	1.98	1.92
	Parks, Recreation & Beautification Laborer	2.40	2.40	2.40	0.97	0.97	0.98
	Temporary Parks & Grounds Maintenance Crew Leader	2.30	2.30	2.30	0.33	0.48	0.38
	Temporary Parks & Grounds Maintenance Worker	2.10	2.10	2.10	2.46	1.67	1.77
	Temporary Parks & Grounds Gardener	2.20	2.20	2.20	0.29	0.29	0.29
	Administrative Assistant I	8.00	8.00	8.00	0.50	0.50	0.50
<u>Dock</u>	Street Foreman	16.00	16.00	16.00	0.04	0.04	0.04
	Equipment Lead Operator	14.00	14.00	14.00	0.04	0.04	0.04
	Equipment Operator	11.00	11.00	11.00	0.19	0.19	0.19
<u>General Fund Totals</u>					<u>92.23</u>	<u>91.42</u>	<u>91.35</u>
	<u>Water and Sewer Fund</u>						
<u>Water</u>	Public Works Director	23.00	23.00	23.00	0.09	0.09	0.09
	Water & Sewer Foreman	16.00	16.00	16.00	0.50	0.50	0.50
	Water & Sewer Lead Operator	14.00	14.00	14.00	0.50	0.50	0.50
	Water & Sewer Operator	13.00	13.00	13.00	1.00	1.00	1.00
	Accounting Technician I	10.00	10.00	10.00	0.25	0.25	0.25
	Administrative Assistant I	8.00	8.00	8.00	0.13	0.13	0.13
<u>Sewer</u>	Public Works Director	23.00	23.00	23.00	0.09	0.09	0.09
	Water & Sewer Foreman	16.00	16.00	16.00	0.50	0.50	0.50
	Water & Sewer Lead Operator	14.00	14.00	14.00	0.50	0.50	0.50
	Water & Sewer Operator	13.00	13.00	13.00	1.00	1.00	1.00
	Accounting Technician I	10.00	10.00	10.00	0.25	0.25	0.25
	Administrative Assistant I	8.00	8.00	8.00	0.13	0.13	0.13
<u>Sewer Treatment Plant</u>	Public Works Director	23.00	23.00	23.00	0.12	0.12	0.12
	Sewer Treatment Plant Foreman	16.00	16.00	16.00	1.00	1.00	1.00
	Sewer Treatment Plant Lead Operator	14.00	14.00	14.00	1.00	1.00	1.00
	Sewer Treatment Plant Operator	13.00	13.00	13.00	1.00	1.00	1.00
<u>Water and Sewer Fund Totals</u>					<u>8.05</u>	<u>8.05</u>	<u>8.05</u>
	<u>Airport Fund</u>						
<u>Administration</u>	Airport Manager	20.00	20.00	20.00	1.00	1.00	1.00
	Administrative Assistant II	9.00	9.00	9.00	0.67	0.67	0.67
<u>Airfield</u>	Airport Operations Supervisor	15.00	15.00	15.00	1.00	1.00	1.00
	Airport Operations Specialist	11.00	11.00	11.00	1.00	1.00	1.00
	Equipment Operator	-	-	-	-	-	-
	Seasonal Equipment Operator	11.00	11.00	11.00	0.83	0.83	0.83
	Temporary Equipment Operator	11.00	11.00	11.00	0.19	0.19	0.19
<u>Other Buildings & Areas</u>	Temporary Land Technician	-	10.00	10.00	0.12	0.20	-
	City Planner	16.00	16.00	16.00	0.30	0.30	0.30
	Building Maintenance Lead Technician	14.00	14.00	14.00	0.17	0.17	0.17
	Building Maintenance Technician	12.00	12.00	12.00	0.17	0.17	0.17
<u>Airport Terminal</u>	Building Maintenance Lead Technician	14.00	14.00	14.00	0.17	0.17	0.17
	Building Maintenance Technician	12.00	12.00	12.00	0.17	0.17	0.17
	Administrative Assistant II	9.00	9.00	9.00	0.33	0.33	0.33
	Airport Operations Specialist	11.00	11.00	11.00	1.00	1.00	1.00
<u>Airport Fund Totals</u>					<u>7.12</u>	<u>7.20</u>	<u>7.00</u>

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2019 Grade</u>	<u>FY2020 Grade</u>	<u>FY2021 Grade</u>	<u>FY2019 Full Time Equivalent Positions</u>	<u>FY2020 Full Time Equivalent Positions</u>	<u>FY2021 Full Time Equivalent Positions</u>
<u>Congregate Housing Fund</u>							
<u>Congregate Housing</u>	Senior Center Director	18.00	18.00	18.00	0.25	0.35	0.35
	Administrative Assistant III	10.00	10.00	10.00	0.25	0.25	0.25
	Data Entry Clerk	1.10	1.10	1.10	0.02	0.01	0.02
<u>Congregate Housing Fund Totals</u>					<u>0.52</u>	<u>0.61</u>	<u>0.62</u>
<u>Senior Citizens Fund</u>							
<u>Title III Access</u>	Senior Center Director	18.00	18.00	18.00	0.15	0.15	0.15
	Administrative Assistant III	10.00	10.00	10.00	-	0.10	0.10
	Activities & Volunteer Coordinator Administrative Assistant II	2.40	2.40	2.40 9.00	1.00	1.00	1.00
	Janitor	2.40	2.40	2.30	0.35	0.26	0.26
	Data Entry Clerk	1.10	1.10	1.10	0.05	0.06	0.05
	Temporary Maintenance Assistant	1.00	1.00	1.00	0.06	0.06	-
<u>Congregate Meals</u>	Senior Center Director	18.00	18.00	18.00	0.16	0.14	0.14
	Administrative Assistant III	10.00	10.00	10.00	0.27	0.20	0.21
	Data Entry Clerk	1.10	1.10	1.10	0.08	0.09	0.09
	Meals Driver, 20 Hours/Week			2.40	-	-	0.21
	Meals Driver, 25 Hours/Week	2.40	2.40		0.22	0.25	-
	Meals Driver, 14 Hours/Week	2.40	2.40	2.40	0.13	0.14	0.15
	Cook	2.40	2.40	2.40	0.36	0.41	0.42
	Janitor	2.40	2.40	2.30	-	0.04	0.04
	Kitchen Assistant	2.20	2.20	2.20	0.36	0.41	0.42
	Temporary Kitchen Assistant	2.40	2.40	2.40	0.01	0.01	0.02
<u>Home Meals</u>	Senior Center Director	18.00	18.00	18.00	0.12	0.12	0.13
	Administrative Assistant III	10.00	10.00	10.00	0.20	0.18	0.18
	Data Entry Clerk	1.10	1.10	1.10	0.06	0.08	0.08
	Cook	2.40	2.40	2.40	0.26	0.35	0.36
	Janitor	2.40	2.40	2.30	-	0.03	0.03
	Kitchen Assistant	2.20	2.20	2.20	0.26	0.35	0.36
	Temporary Kitchen Assistant	2.40	2.40	2.40	0.01	0.01	0.01
	Meals Driver, 20 Hours/Week			2.40	-	-	0.18
	Meals Driver, 25 Hours/Week	2.40		2.40	0.16	0.22	-
	Meals Driver, 14 Hours/Week	2.40	2.40	2.40	0.09	0.12	0.12
<u>Transportation</u>	Senior Center Director	18.00	18.00	18.00	0.15	0.15	0.15
	Administrative Assistant III	10.00	10.00	10.00	-	0.15	0.15
	Data Entry Clerk	1.10	1.10	1.10	0.05	0.05	0.05
	Driver, 14 Hours/Week	1.00	1.00	1.00	1.05	1.05	0.07
<u>Choice Waiver</u>	Senior Center Director	18.00	18.00	18.00	0.17	0.09	0.08
	Administrative Assistant III	10.00	10.00	10.00	0.28	0.12	0.11
	Data Entry Clerk	1.10	1.10	1.10	0.09	0.06	0.06
	Cook	2.40	2.40	2.40	0.38	0.24	0.22
	Kitchen Assistant	2.20	2.20	2.20	0.38	0.24	0.22
	Temporary Kitchen Assistant	2.40	2.40	2.40	0.02	0.02	0.01
	Meals Driver, 20 Hours/Week			2.40	-	-	0.11
	Meals Driver, 25 Hours/Week	2.40	2.40		0.23	0.15	-
	Meals Driver, 14 Hours/Week	2.40	2.40	2.40	0.13	0.09	0.08
	Janitor	2.40	2.40	2.30	-	0.02	0.02
<u>Senior Citizen Fund Total</u>					<u>7.29</u>	<u>7.21</u>	<u>6.04</u>
<u>Personal Use Fishery Fund</u>							
<u>Public Safety</u>	Temporary Enforcement Officer	3.00	3.00	3.00	0.56	0.56	0.56
<u>Streets</u>	Street Foreman	16.00	16.00	16.00	0.03	0.03	0.03
	Equipment Lead Operator	14.00	14.00	14.00	0.04	0.04	0.04
	Equipment Operator	11.00	11.00	11.00	0.13	0.10	0.10

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2019 Grade</u>	<u>FY2020 Grade</u>	<u>FY2021 Grade</u>	<u>FY2019 Full Time Equivalent Positions</u>	<u>FY2020 Full Time Equivalent Positions</u>	<u>FY2021 Full Time Equivalent Positions</u>
<u>Parks, Recreation & Beautification Department</u>							
	Parks & Recreation & Beautification Director	17.00	17.00	17.00	0.04	0.04	0.04
	Parks & Recreation & Beautification Operator	9.00	9.00	9.00	0.02	0.02	0.08
	Parks, Recreation & Beautification Laborer	2.40	2.40	2.40	0.03	0.03	0.02
	Parks & Grounds Maintenance Crew Leader	2.30	2.30	2.30	0.06	0.06	0.06
	Parks & Grounds Maintenance Worker	2.10	2.10	2.10	0.52	0.63	0.13
	Fee Shack Operator	-	-	2.10	-	-	0.47
	Beach Aide	-	-	2.10	-	-	0.07
	Administrative Assistant I	8.00	8.00	8.00	0.50	0.50	0.50
<u>Dock</u>							
	Street Foreman	16.00	16.00	16.00	0.03	0.02	0.02
	Equipment Lead Operator	14.00	14.00	14.00	0.03	0.02	0.02
	Equipment Operator	11.00	11.00	11.00	0.10	0.07	0.07
	Dock Worker	3.00	3.00	3.00	0.33	0.33	0.33
<u>Personal Use Fishery Fund Total</u>					<u>2.42</u>	<u>2.45</u>	<u>2.54</u>
All Funds Totals					<u>117.63</u>	<u>116.94</u>	<u>115.60</u>

NOTE: Updates made to grades in Senior Center and Public Works, as identified by removal (strike through) and addition/revision (underlined) were made effective by City Council adoption of Ordinance 3179-2021 on:



Sponsored by: Legal

CITY OF KENAI

ORDINANCE NO. 3180-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, AMENDING KENAI MUNICIPAL CODE 3.05.070-CITATION PROCEDURE, AND KENAI MUNICIPAL CODE 13.10.015 – MINOR OFFENSE FINE SCHEDULE TO INCORPORATE VARIOUS ANIMAL CONTROL OFFENSES INTO THE MINOR OFFENSE FINE SCHEDULE AND MAKE OTHER HOUSEKEEPING CHANGES.

WHEREAS, this Ordinance incorporates existing mandatory court appearances into the fine schedule, establishes progressive fines for multiple offenses, provides a citation process for animal control officers to address livestock violations, and makes other housekeeping changes; and,

WHEREAS, KMC 3.05.060- Penalties and Remedies, KMC 3.05.070- Citation Procedure, and KMC 13.05.010- Penalties, provide a citation process for Animal Control to enforce animal control ordinances adjudicated through the court system; and,

WHEREAS, the City's fine schedule contained in KMC 13.10.015 provides the specific fine amount for each offense; and,

WHEREAS, pursuant to KMC 3.05.070, certain offenses, including cruelty charges and third offenses within a 12 month period, require a mandatory court appearance as opposed to an ability to pay for the citation without a court hearing; and,

WHEREAS, many mandatory court appearance charges were inadvertently excluded from the City's fine schedule and should be included; and,

WHEREAS, while mandatory Court appearances are typically required when offenses are more serious, or prior citations have failed to curb the offensive behavior, they are more burdensome on the defendant, the City and the court system; and,

WHEREAS, Animal Control recommends that some offenses currently requiring a mandatory court appearance be changed to a set fine amount without a requirement to appear in court; and,

WHEREAS, KMC 3.10.030 Maintenance and Sanitation, that requires animals and associated facilities to be kept in a clean and sanitary condition, currently requires a mandatory court appearance, but a progressive fine schedule is preferable given the nature of the offense; and,

WHEREAS, changing KMC 3.10.050 – Animals Near Streets, from a mandatory court appearance to a progressive fine schedule is also recommended; and,

WHEREAS, changing KMC 3.15.010 – Licenses Required, that requires animal kennels to be licensed, from a mandatory court appearance to a progressive fine schedule is likewise recommended; and,

WHEREAS, finally, changing KMC 3.15.050(a) – Standards For Operating Kennel Facilities, that outlines minimum health and safety standards for operation of a kennel facility, from a mandatory court appearance to a progressive fine schedule is recommended; and,

WHEREAS, KMC 3.10.070- Livestock Within City Limits, prohibits certain livestock on some properties in some zones within the City; and,

WHEREAS, while livestock ordinances are managed by animal control, offenses for livestock violations have not previously been incorporated into the citation process, but instead have been enforced through the Planning Department's code compliance officer; and,

WHEREAS, providing a citation process for livestock violations will allow for an ease of enforcement and provide clarity to the process; and,

WHEREAS, a prior update of the Minor Offense Fine Schedule inadvertently removed KMC 3.10.020 – Control and Confinement of Animals, subsection (a) related to restraint of dogs that should be placed back into the fine schedule for enforcement purposes; and,

WHEREAS, increasing the fine amount to \$50.00 and establishing a progressive fine schedule for KMC 3.20.010 – Failure to License Dog, will discourage owners from choosing to pay a \$25 fine, instead of the non-sterilized dog license fee of \$30.60; and,

WHEREAS, updating KMC 13.10.015 – Minor Offense Fine Schedule, to reflect the revised fines is in the best interest of the City; and,

WHEREAS, a previous amendment of KMC 3.10.020 – Control and Confinement of Animals, requires an additional update to 3.05.070 – Citation Procedure, to reflect a correct cross reference that was previously inadvertently missed.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. Amendment of Section of the Kenai Municipal Code: That Kenai Municipal Code, Section 3.050.070 – Citation procedure, is hereby amended as follows:

3.05.070 Citation [P]Procedure.

- (a) An officer may serve a summons and complaint in the form of a citation upon a person for violating a provision of this chapter, or a term, condition, or limitation of a license issued hereunder, or a City regulation promulgated under this title.
- (b) A summons and complaint issued under this section shall contain a notice directing the person to whom it is issued to appear in the Court for the Third Judicial District of the State of Alaska at Kenai, or pay a fine to the City of Kenai.

(c) An officer who issues a summons and complaint under this section shall deposit the original and a copy of the citation with the officer's immediate superior who shall forward the citation to the City of Kenai Legal Department.

(d) Mandatory court appearance shall be required:

- (1) For a violation of KMC 3.10.020~~[(C)]~~(d).
- (2) For a violation of KMC 3.10.070(g).
- (3) For all cruelty charges under this code.
- (4) Upon third citation of all other provisions of KMC Chapter 3.10 in a twelve (12) month period.

Section 2. Amendment of Section of the Kenai Municipal Code: That Kenai Municipal Code, Section 13.10.015 – Minor offense fine schedule, is hereby amended as follows:

13.10.015 Minor ~~[O]~~Offense ~~[F]~~Fine ~~[S]~~Schedule.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195 through 12.25.230, without a court appearance, upon payment of the fine amounts listed below or on the State of Alaska Uniform Minor Offense Tables for Titles 28 and 13 AAC offenses plus the state surcharge required by AS 12.55.039 and 29.25.074. Fines must be paid to the City of Kenai. The Rules of Minor Offense Procedure in the Alaska Rules of Court apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one (1) of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense. If an offense is not listed on this fine schedule or another fine schedule the defendant must appear in court to answer to the charges.

The fine amounts are doubled for motor vehicle or traffic offenses committed in a highway work zone, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense may not be disposed of without a court appearance if the offense is in connection with a motor vehicle accident that results in a death of a person.

MINOR OFFENSE FINE SCHEDULE

	CITE	RULE/OFFENSE	FINE	
		OFF-ROAD VEHICLE OPERATION		
1	KMC 13.40.020(a)	On public or private property without the express or implied consent of the owner, authorized agent, or representative.	100.00	

	CITE	RULE/OFFENSE	FINE	
2	KMC 13.40.020(b)	On municipal park lands, except where specifically authorized, municipal playgrounds and school playground areas except by special authorization or in a specially designated area. Notwithstanding, wheelchairs may be operated on park lands and playgrounds by persons with mobility disabilities, subject to the other provisions of this chapter.	100.00	
3	KMC 13.40.020(c)	On a City or State maintained roadway, sidewalk, or on a path or trail designated for bicycles or pedestrians, unless such travel is necessary to go around an obstruction or hazard.	100.00	
4	KMC 13.40.020(d)	On any City or State road right-of-way that has been landscaped, seeded, or otherwise improved.	100.00	
5	KMC 13.40.020(e)	In such a manner as to produce sufficient noise to disturb the peace and quiet of another.	100.00	
6	KMC 13.40.020(f)	In such a manner as to cause damage to improved property or destruction to the terrain.	100.00	
7	KMC 13.40.030	Special stops required	90.00	
8	KMC 13.40.050	Helmet required	100.00	
9	KMC 13.30.080	Operating vehicle in a prohibited area	100.00	
		ANIMALS		
10	KMC 3.10.010	No person may permit an animal which he owns to interfere with another person's reasonable right to peace or privacy by making repeated or continued noise. (1 st offense)	50.00	
11	KMC 3.10.010	No person may permit an animal which he owns to interfere with another person's reasonable right to peace or privacy by making repeated or continued noise. (2 nd offense)	100.00	
12	<u>KMC 3.10.010</u>	<u>No person may permit an animal which he owns to interfere with another person's reasonable right to peace or privacy by making repeated or continued noise. (3rd offense)</u>	<u>UP TO 500.00</u>	
13	<u>KMC 3.10.020(a)</u>	<u>A person who owns a dog shall keep the dog under restraint at all times. (1st offense)</u>	<u>50.00</u>	
14	<u>KMC 3.10.020(a)</u>	<u>A person who owns a dog shall keep the dog under restraint at all times. (2nd offense)</u>	<u>100.00</u>	
15	<u>KMC 3.10.020(a)</u>	<u>A person who owns a dog shall keep the dog under restraint at all times. (3rd offense)</u>	<u>UP TO 500.00</u>	

	CITE	RULE/OFFENSE	FINE	
[12]16	KMC 3.10.020(b)	A person who owns an animal other than a dog that is capable of annoying or endangering other persons or damaging their property shall keep the animal under restraint at all times. (1 st offense)	50.00	
[13]17	KMC 3.10.020(b)	A person who owns an animal other than a dog that is capable of annoying or endangering other persons or damaging their property shall keep the animal under restraint at all times. (2 nd offense)	100.00	
18	<u>KMC 3.10.020(b)</u>	<u>A person who owns an animal other than a dog that is capable of annoying or endangering other persons or damaging their property shall keep the animal under restraint at all times. (3rd offense)</u>	<u>UP TO 500.00</u>	
[14]19	KMC 3.10.020(c)	A person who owns a dog or other animal shall use reasonable means, including restraint or confinement, to prevent that dog or other animal from causing harm or injury to another person or animal unless the animal is on the private property of the owner.	100.00	
[15]20	KMC 3.10.020(d)	A person who owns a vicious or dangerous animal shall at all times either confine the animal in a building or a secure enclosure, or otherwise secure the animal, as with a muzzle, so it cannot injure other persons or their property. (1st offense)	50.00	
[16]21	KMC 3.10.020(d)	A person who owns a vicious or dangerous animal shall at all times either confine the animal in a building or a secure enclosure, or otherwise secure the animal, as with a muzzle, so it cannot injure other persons or their property. (2nd offense)	100.00	
22	<u>KMC 3.10.020(d)</u>	<u>A person who owns a vicious or dangerous animal shall at all times either confine the animal in a building or a secure enclosure, or otherwise secure the animal, as with a muzzle, so it cannot injure other persons or their property. (3rd offense)</u>	<u>UP TO 500.00</u>	
[17]23	KMC 3.10.020(e)	A person who owns a female dog or cat in heat or during ovulation shall keep the dog or cat under restraint in such a manner that it cannot come into contact with a male of its species except for planned breeding purposes; provided, that a female sled dog in heat shall be confined unless it is restrained by proper harnessing in a team in such a manner that it cannot come in contact with a male dog except for planned breeding purposes. (1 st offense)	50.00	

	CITE	RULE/OFFENSE	FINE	
[18]24	KMC 3.10.020(e)	A person who owns a female dog or cat in heat or during ovulation shall keep the dog or cat under restraint in such a manner that it cannot come into contact with a male of its species except for planned breeding purposes; provided, that a female sled dog in heat shall be confined unless it is restrained by proper harnessing in a team in such a manner that it cannot come in contact with a male dog except for planned breeding purposes. (2 nd offense)	100.00	
25	<u>KMC 3.10.020(e)</u>	<u>A person who owns a female dog or cat in heat or during ovulation shall keep the dog or cat under restraint in such a manner that it cannot come into contact with a male of its species except for planned breeding purposes; provided, that a female sled dog in heat shall be confined unless it is restrained by proper harnessing in a team in such a manner that it cannot come in contact with a male dog except for planned breeding purposes. (3rd offense)</u>	<u>UP TO</u> <u>500.00</u>	
[19]26	KMC 3.10.020(f)	No person other than an officer performing his duties under this title may release an animal from restraint without its owner's consent, except to preserve the animal's life. (1 st offense)	50.00	
[20]27	KMC 3.10.020(f)	No person other than an officer performing his duties under this title may release an animal from restraint without its owner's consent, except to preserve the animal's life. (2 nd offense)	100.00	
28	<u>KMC 3.10.020(f)</u>	<u>No person other than an officer performing his duties under this title may release an animal from restraint without its owner's consent, except to preserve the animal's life. (3rd offense)</u>	<u>UP TO</u> <u>500.00</u>	
29	<u>KMC 3.10.030</u>	<u>A person who owns an animal shall maintain all structures, pens, and yards where he keeps the animal, and all areas adjacent thereto, in a clean and sanitary condition and free from objectionable odor. (1st offense)</u>	<u>50.00</u>	
30	<u>KMC 3.10.030</u>	<u>A person who owns an animal shall maintain all structures, pens, and yards where he keeps the animal, and all areas adjacent thereto, in a clean and sanitary condition and free from objectionable odor. (2nd offense)</u>	<u>100.00</u>	
31	<u>KMC 3.10.030</u>	<u>A person who owns an animal shall maintain all structures, pens, and yards where he keeps the animal, and all areas adjacent thereto, in a clean and sanitary condition and free from objectionable odor. (3rd offense)</u>	<u>UP TO</u> <u>500.00</u>	

	CITE	RULE/OFFENSE	FINE	
<u>32</u>	<u>KMC 3.10.050</u>	<u>No person may tie, stake, or otherwise confine an animal by a street, sidewalk, alley, or public place, or in such a manner that the animal may enter a street, alley, or public place, except as permitted under KMC 3.05.080. (1st offense)</u>	<u>50.00</u>	
<u>33</u>	<u>KMC 3.10.050</u>	<u>No person may tie, stake, or otherwise confine an animal by a street, sidewalk, alley, or public place, or in such a manner that the animal may enter a street, alley, or public place, except as permitted under KMC 3.05.080. (2nd offense)</u>	<u>100.00</u>	
<u>34</u>	<u>KMC 3.10.050</u>	<u>No person may tie, stake, or otherwise confine an animal by a street, sidewalk, alley, or public place, or in such a manner that the animal may enter a street, alley, or public place, except as permitted under KMC 3.05.080. (3rd offense)</u>	<u>UP TO 500.00</u>	
<u>35</u>	<u>KMC 3.10.070</u>	<u>No person shall keep or maintain livestock (1st offense)</u>	<u>50.00</u>	
<u>36</u>	<u>KMC 3.10.070</u>	<u>No person shall keep or maintain livestock (2nd offense)</u>	<u>100.00</u>	
	<u>KMC 3.10.070</u>	<u>No person shall keep or maintain livestock (3rd offense)</u>	<u>UP TO 500.00</u>	
[22] <u>37</u>	<u>KMC 3.10.080</u>	<u>Failure to properly dispose of dog waste</u>	<u>50.00</u>	
<u>38</u>	<u>KMC 3.15.010</u>	<u>No person may operate a kennel facility without a license (1st offense)</u>	<u>50.00</u>	
<u>39</u>	<u>KMC 3.15.010</u>	<u>No person may operate a kennel facility without a license (2nd offense)</u>	<u>100.00</u>	
<u>40</u>	<u>KMC 3.15.010</u>	<u>No person may operate a kennel facility without a license (3rd offense)</u>	<u>UP TO 500.00</u>	
<u>41</u>	<u>KMC 3.15.050(a)</u>	<u>Standards for operating facilities (1st offense)</u>	<u>50.00</u>	
<u>42</u>	<u>KMC 3.15.050(a)</u>	<u>Standards for operating facilities (2nd offense)</u>	<u>100.00</u>	
[23] <u>43</u>	<u>KMC 3.15.050(a)</u>	<u>Standards for operating facilities (3rd offense)</u>	<u>UP TO [500]500.00</u>	
[21] <u>44</u>	<u>KMC 3.20.010</u>	<u>Failure to license a dog. (1st offense)</u>	<u>[25.00] 50.00</u>	
<u>45</u>	<u>KMC 3.20.010</u>	<u>Failure to license a dog (2nd offense)</u>	<u>100.00</u>	
<u>46</u>	<u>KMC 3.20.010</u>	<u>Failure to license a dog (3rd offense)</u>	<u>UP TO 500.00</u>	
		PARKING		
[24] <u>47</u>	<u>KMC 13.10.060</u>	<u>Camping on private property</u>	<u>50.00</u>	

	CITE	RULE/OFFENSE	FINE	
[25]48	KMC 13.30.030	Night parking prohibited	50.00	
[26]49	KMC 13.30.035	Paid parking	50.00	
[27]50	KMC 13.30.095	Parking prohibited on Kenai Avenue	50.00	
[28]51	KMC 18.35.010	Overnight camping	50.00	
[29]52	AR 6.05.010-030	Parking at airport (1st offense)	25.00	
[30]53	AR 6.05.010-030	Parking at airport (2nd offense)	50.00	
		ABANDONED / JUNK VEHICLES / LITTERING		
[31]54	KMC 12.20.010	Deposit of refuse (littering)	500.00	
[32]55	KMC 12.20.010	No fish, fish carcasses, fish parts or offal may be deposited in dumpsters or receptacles unless marked specifically to allow for fish or fish parts.	150.00	
[33]56	KMC 12.25.020	Abandonment of vehicle	100.00	
[34]57	KMC 12.25.030	Junk vehicle	100.00	
		OFFENSES AGAINST PROPERTY		
[35]58	KMC 13.20.030	Protection of North and South Shore—No physical damage	150.00	
[36]59	KMC 13.20.030	Protection of North and South Shore—Physical damage	500.00	
[37]60	KMC 13.20.035	Burning of pallets and other wood materials containing metal fasteners	50.00	

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Introduced: January 20, 2021
Enacted: February 3, 2021
Effective: March 5, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members
FROM: Scott Bloom, City Attorney
DATE: January 7, 2021
SUBJECT: **Ordinance 3180-2021 – Animal Control**

The purpose of this ordinance is to incorporate existing mandatory court appearances into the fine schedule, establish progressive fines for multiple offenses, provide a citation process for animal control officer to address livestock, and make other housekeeping changes.

Removing mandatory appearances for first time violations to progressive fines will provide Animal Control Officers with an opportunity to work with and educate animal owners. The first violation fine will be \$50.00, the second violation fine within a rolling calendar year will be \$100.00. A third violation within that rolling calendar year would then progress to a mandatory court appearance and up to a \$500.00 fine. Cruelty to animal violations will remain a first time mandatory court appearance.

The progressive fines will also apply to livestock within city limits. Animal Control having both management and authority to assess fines for violations regarding livestock will provide clarity to the public and make enforcement less burdensome.

A non-sterilized dog license is \$30.60, costing more than the \$25.00 fine for an unlicensed dog. Changing the fine to a progressive fine beginning at \$ 50.00 will eliminate the owners paying the fine and in lieu of licensing the dog.

The update of KMC 13.10.015 Minor Offense Schedule will incorporate these changes and housekeeping corrections from prior schedule modifications.

Your consideration is appreciated.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3181-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, WAIVING KENAI MUNICIPAL CODE 21.10.130- LEASE EXECUTION AND APPROVING A LEASE EXECUTION EXTENSION TO JULY 27, 2021 TO KENAI AVIATION OPERATIONS, LLC FOR LOT 9A, BLOCK 5, GENERAL AVIATION APRON SUBDIVISION NO. 5.

WHEREAS, the Kenai City Council approved of a 45-year lease application from Kenai Aviation Operations, LLC for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5 to be used as a hangar with office space; and,

WHEREAS, a 60-day extension allowed by Kenai Municipal Code 21.10.130 was granted by the City Manager with good cause of the COVID-19 public health emergency for the execution of a lease agreement; and,

WHEREAS, Kenai Aviation Operations, LLC has provided a letter to the City requesting a lease execution extension greater than the 60 days allowed by Kenai Municipal Code 21.10.130 due to the unforeseen circumstances of the COVID-19 public health emergency and its impact on their business plans; and,

WHEREAS, the granting of a lease execution extension to Kenai Aviation Operations, LLC needs to be retroactive from January 27, 2021 to July 27, 2021; and,

WHEREAS, the project will enhance public safety and quality of life while providing economic development on property leased from the City within the Kenai Municipal Airport Reserve.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That KMC 21.10.130 is hereby waived due to the COVID-19 public health emergency for the exclusive purpose of granting a lease execution extension to Kenai Aviation Operations, LLC retroactively from January 27, 2021 to July 27, 2021, for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5.

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Ordinance No. 3181-2021
Page 2 of 2

Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Introduced: January 20, 2021
Enacted: February 3, 2021
Effective: March 5, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Ryan Foster, Planning Director

DATE: January 12, 2021

SUBJECT: **Ordinance No. 3181-2021 - Lease Execution Extension to Kenai Aviation Operations, LLC for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5.**

City Council approved a 45-year lease application from Kenai Aviation Operations, LLC on September 16, 2020 for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5 at 155 North Willow Street to be used as a hangar with office space. Kenai Municipal Code 21.10.130 requires a lease be executed within 60 days of the applicant being mailed a lease form for signature. If the applicant shows good cause, the City Manager may grant an extension not exceeding 60 days for the applicant to execute and return a signed lease. The City Manager found good cause due to the COVID-19 public health emergency to grant a 60-day extension to the execution of the lease for Lot 9A. This extended the deadline for the execution and signature of the lease to January 27, 2021.

Kenai Aviation Operations has requested a greater extension for signing the lease than the 60 days allowed by Kenai Municipal Code due to the unforeseen circumstances created by the COVID-19 public health emergency. If City Council approves, Ordinance 3181-2021 would extend the date for Kenai Aviation Operations, LLC to execute the lease and sign the lease agreement with the City retroactively from January 27, 2021 to July 27, 2021.

Thank you for your consideration.

Attachment:

Email dated January 11, 2021 from Kenai Aviation Operations, LLC requesting a lease execution extension.

From: [Jacob Caldwell](#)
To: [Ryan Foster](#)
Subject: Extension for Kenai Aviation Operations Lease Execution
Date: Monday, January 11, 2021 3:18:50 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To whom it may concern,

We are writing to request an additional extension on our lease application. As we have all experienced, the ability to secure financing for big projects this year has been very difficult due to the uncertainty related to covid 19. Our investors, like many others have chosen to wait to make big commitments for a few more months. So, although we intend to build on the lot, our timeline for financing is indefinite for the near future. We are requesting the longest extension that you feel comfortable giving us. Our hope would be for an answer from our investors before the extension period is up.

Thank you for your consideration,
Joel Caldwell
Owner
Kenai Aviation Operations
907-252-4878



Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2021-05

A RESOLUTION OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, DESIGNATING THE INVESTMENT AND ALLOCATION PLAN FOR THE CITY'S PERMANENT FUNDS AND ESTABLISHING APPROPRIATE BENCHMARKS TO MEASURE PERFORMANCE FOR CALENDAR YEAR 2021.

WHEREAS, pursuant to KMC 7.30.020 (a) (2) the Council of the City of Kenai annually approves an Asset Allocation Plan for investment of the City's Permanent Funds; and,

WHEREAS, KMC 7.30.020 (b) permits investment of the Permanent Funds in various asset classes and the Council believes that establishing asset allocation criteria for these various asset classes is in the best interest of the City of Kenai; and,

WHEREAS, the annually approved Asset Allocation Plan will provide benchmarks to measure investment performance.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA,

Section 1: That the Council adopts the Asset Allocation Plan for calendar year 2021 as follows:

The Asset Allocation Plan and Target Weightings with range restrictions are:

<u>ASSET CLASS</u>	<u>TARGET % WEIGHTING</u>	<u>RANGE %</u>
Cash	5	0-10
Fixed Income	30	20-45
Large-Cap Domestic Equity	22	17-27
International Equity	12	7-17
Mid-Cap Equities	12	7-17
Small-Cap Equities	6	0-11
International Emerging Markets	8	0-13
Real-estate equities	2	0-5
Infrastructure equities	3	0-6

Section 2: The performance of the Fund and investment managers will be measured as follows:

Performance measurement of the Fixed Income allocation will be measured against the Target weighting, using the Bloomberg Barclays U.S. Aggregate Bond Index for the benchmark.

Performance measurement of the Large-Cap Domestic Equity allocation will be measured against the Target weighting, using the Standard & Poor's 500 Index for the benchmark.

Performance measurement of the International Equity allocation will be measured against the Target weighting, using the Morgan Stanley Capital International Europe, Australasia and Far East (MSCI EAFE) index for the benchmark.

Performance measurement of the Mid-Cap Equity allocation will be measured against the Target weighting, using the Standard & Poor's 400 Mid-Cap Index as the benchmark.

Performance measurement of the Small-Cap Equity allocation will be measured against the Target weighting, using the Standard & Poor's 600 Small-Cap Index as the benchmark.

Performance measurement of the International Emerging Markets allocation will be measured against the Target weighting, using the Morgan Stanley Capital International Emerging Markets index as the benchmark.

Performance measurement of the Real-Estate Equities allocation will be measured against the target weighting, using the Standard & Poor's US REIT Index as the benchmark.

Performance measurement of the Infrastructure Equities allocation will be measured against the target weighting, using the STOXX Global Broad Infrastructure Index as the benchmark.

Performance measurement of the Cash allocation will be measured against the Target weighting, using the Citi Group 90 Day T-Bill Index as the benchmark.


Section 3. That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank, Finance Director

DATE: January 21, 2021

SUBJECT: **Resolution No. 2021-05 – The Investment Allocations Of And Establishing Appropriate Benchmarks To Measure Performance Of The City’s Permanent Funds For Calendar Year 2021.**

Pursuant to KMC 7.30.020 the Council annually designate by resolution, the authorized investments and allocation plan for the City’s Permanent Funds. Resolution No. 2021-05 establishes the allocation plan and evaluation benchmarks to be used for calendar year 2021. This year’s allocation differs from last year’s plan. It is recommended to increase the allocation to equities, stocks of publicly traded companies, from 50% to 60% of the portfolio with a corresponding decrease in the fixed income, bonds, portion of the portfolio from 40% to 30% of the portfolio total. The sharp reduction in short-term interest rates that occurred by the Federal Reserve Board in response to the COVID-19 pandemic coupled with the projection for continued low rates for the foreseeable future resulted in a reduction in the portfolio’s expected long-term rate of return from 5.9% a year ago to 5.3% moving forward. 5.3% is below the income level needed to provide the established 4% average draw from the permanent funds and provide inflation proofing of the fund’s corpus. Long-term annual projections of inflation are 2.0%.

The recommendation to increase the portfolio’s equity allocation and decreasing the fixed income allocation will provide a projected annual rate of return of 6.0% providing the return necessary to provide for a 4% annual draw and 2% for inflation proofing of the fund’s corpus. As with any investment, in order to increase the expected rate of return the investor must assume additional risk. The 2020 asset allocation is projected to provide returns between -12.3% and 23.7% annually over the next ten-years with an average rate of return of 5.3%. The recommended asset allocation is projected to provide returns between -14.9% and 28.0% annually over the next ten-years with an average rate of return of 6.0%.

Other options were discussed including the addition of high yield bonds of United States Corporations. High yield bonds have a credit rating below investment grade, below BBB. Also considered was inclusion of high yield bonds of United State Corporations and an asset class know as Alt Beta. Alt Beta funds are relatively new investments that attempt to replicate the risk and return characteristics of hedge fund strategies by following a systematic investment process.

Both of these options produced projected returns equivalent the recommended allocation at slightly lower risks. The Administration will continue to analyze these other options and may recommend incorporation of one or both in coming years but feels more comfortable with the recommended allocation for the current year.

There are no changes to the recommended benchmarks by which the portfolio's performance is to be evaluated. The following is a comparison between the 2020 asset allocation and the recommended 2021 asset allocation for your review.

	<u>2020 Asset Allocation</u>	<u>2021 Asset Allocation</u>	<u>Difference</u>
Equities			
US Large Cap	20%	22%	2%
US Mid Cap	10%	12%	2%
US Small Cap	5%	6%	1%
International Equities	10%	12%	2%
Emerging Market Equities	<u>5%</u>	<u>8%</u>	<u>3%</u>
	<u>50%</u>	<u>60%</u>	<u>10%</u>
Alternatives			
Real Estate	2%	2%	-%
Infrastructure	<u>3%</u>	<u>3%</u>	<u>-%</u>
	<u>5%</u>	<u>5%</u>	<u>-%</u>
Fixed Income			
US Aggregate	40%	30%	(10)%
Cash	<u>5%</u>	<u>5%</u>	<u>-%</u>
	<u>45%</u>	<u>35%</u>	<u>(10)%</u>
	<u>100%</u>	<u>100%</u>	<u>-%</u>
Expected Average Annual Return	5.68%	6.54%	0.86%
Expected Risk (one Standard Deviation)	8.99%	10.72%	1.73%
Return Range	-12.3% to 23.7%	-14.9% to 28.0%	-2.6% to 4.3%
Long-term Expected Return	5.30%	6.00%	0.70%

Your support for adoption of Resolution 2021-05 is respectfully requested.





Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2021-06

A RESOLUTION OF THE CITY OF KENAI, ALASKA, AUTHORIZING THE CITY MANAGER TO ENTER AN AMENDED BAR/LOUNGE CONCESSION AGREEMENT AT THE KENAI MUNICIPAL AIRPORT WITH THE UPPER DECK LOUNGE.

WHEREAS, on June 17, 2015, Council passed Resolution No. 2015-40 authorizing the City Manager to enter into a Bar and Lounge Concession Agreement for the Kenai Municipal Airport for the contract years July 1, 2015 through June 30, 2020 to pay a monthly base rent plus a monthly percentage rate of 2% of gross sales; and,

WHEREAS, the Concession Agreement is on a month-to-month basis until such time the City determines the COVID pandemic is behind us and advertises an Invitation to Bid; and,

WHEREAS, on April 3, 2019, Council passed Resolution No. 2019-22 authorizing the City Manager to enter into an amended bar and lounge concession agreement with the Kenai Municipal Airport to reimburse the Concessionaire for costs impacting the business closure of approximately nine weeks, due to the extensive work associated with the Terminal Rehabilitation Project; and,

WHEREAS, on July 1, 2020, Council passed Resolution No. 2020-55 retroactively approving rent relief measures for Kenai Municipal Airport concessionaires during mandatory closures caused by the COVID-19 Public Health Emergency; and,

WHEREAS, the Upper Deck Lounge is still experiencing a significant loss of business due to the continuing COVID pandemic along with the reduction in numbers of traveling public as a result of the RAVN Alaska bankruptcy and is requesting a fifty (50) percent reduction in the monthly base rent from January 1, 2021 until June 30, 2021; and,

WHEREAS, City Administration has reviewed their financial data and determined that the request is reasonable due to continued impacts as a result of the COVID 19 pandemic.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. That the City Manager is authorized to execute an amendment to the concession contract with the Upper Deck Lounge to reduce the monthly base rent from January 1 through June 30, 2021 by fifty (50) percent plus applicable sales tax, in compliance with applicable FAA requirements.

Section 2. That this Resolution is retroactive to payments due in January 2021.

Section 3. That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February, 2021.

BRIAN GABRIEL, SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Mary Bondurant, Airport Manager

DATE: January 25, 2021

SUBJECT: **Resolution No 2021-06 – Bar/Lounge Concession Agreement Amendment**

In an email to City administration on January 20, 2021, Rod and Laura Peterkin, owners of the Upper Deck Lounge, asked for a reduction to their base rent starting January 2021.

The original term of the bar/lounge concession agreement was July 1, 2015 through June 30, 2020. The concession agreement is now on a month-to-month basis until such time the City determines the COVID pandemic is behind us.

Council has previously approved rent relief to the Upper Deck due to the pandemic and the terminal rehabilitation project.

The Upper Deck has reduced their inventory and hours of operation and are still experiencing loss of business due to the pandemic, reduction in travelers, and the RAVN Alaska bankruptcy. They would like the City to reduce the monthly base rent by 50%. They will continue to pay the monthly percentage rent of 2% of gross sales plus applicable sales tax.

This resolution would allow the City Manager to execute an amendment to the concession agreement for the Upper Deck Lounge that would reduce the monthly base rent by 50% effective January 1, 2021 through June 30, 2021 or until such time a new contract is signed. The Upper Deck will continue to pay the monthly percentage rate of gross sales established at 2%.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2021-07

A RESOLUTION OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ADOPTING THE CITY OF KENAI'S CAPITAL IMPROVEMENT PLAN PRIORITY LIST FOR STATE FUNDING REQUESTS FOR THE FISCAL YEAR 2022.

WHEREAS, the Capital Improvement Plan (CIP) identifies needed capital projects; and,

WHEREAS, the CIP has historically been used to request capital funding from the State through its capital budget; and,

WHEREAS, the City Council of Kenai recognizes the financial challenges facing the State of Alaska, its Governor, and Legislature, but also believes that a realistic and sustainable State capital budget is critical to the future health of our State; and,

WHEREAS, the City of Kenai has identified and prioritized capital funding requests that represent key needed projects for our municipality; and,

WHEREAS, the City of Kenai's number one priority for State Fiscal Year 2022 remains the Kenai Bluff Stabilization Project; and,

WHEREAS, any funding for this project by the State will be eligible for a match from the United States Army Corps of Engineers at 65% federal; and,

WHEREAS, \$5,000,000 of State funding for this project would be eligible for over \$9,200,000 in federal funding; and,

WHEREAS, while the Kenai Bluff Stabilization Project is the City's number one priority and is a valuable opportunity for the State to leverage capital dollars, our Capital Improvement Priority List also identifies important capital projects that focus on maintaining existing infrastructure.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. That the City of Kenai adopts the attached City of Kenai Capital Improvement Plan Priority List for State Funding Requests for the Fiscal Year 2022.

Section 2. That a copy of this Resolution and attachment be forwarded to Governor Mike Dunleavy and the Alaska State Legislature.

Section 3. That this Resolution takes effect immediately upon passage.

Resolution No. 2021-07
Page 2 of 2

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 3rd day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Scott Curtin
DATE: January 27, 2021
SUBJECT: **Resolution 2021-07**

The purpose of this memo is to obtain concurrence with the City Council on the Administration's recommended priorities for the City's Capital Improvement Program State Funding Requests. The Administration has conducted meetings with all Department Heads in the development of this list, and the projects included will provide the legislature with a variety of projects to consider with a range of costs.

State funding for any of these projects would be a benefit to the City. Council's support for Resolution 2021-07 is respectfully requested.



**CITY OF KENAI
CAPITAL IMPROVEMENTS PROGRAM (CIP) PRIORITIES
FOR STATE FUNDING REQUESTS FOR
SFY 2022
PROJECTS IDENTIFIED AND LISTED IN PRIORITY ORDER**

PRIORITY NUMBER	PROJECT TITLE	DESCRIPTION	SFY2022 STATE FUNDING REQUEST	NOTES/COMMENTS
1	Kenai Bluff Stabilization Project	Construct an approximately 5,000 lineal foot erosion control structure on the north shore near the mouth of the Kenai River.	\$5,000,000 Requested for funding during SFY 2022	The Army Corps of Engineers completed the feasibility study for the project. PED Agreement was executed between the Corps and the City on September 14, 2020. The total cost of the project including design and construction is estimated at \$32.5 million. This will require approximately \$11,375,000 of funding to match Federal funding of \$21,125,000. To date, \$4,000,000 of State Grant funds and \$585,000 of Federal funds have been committed to the project. Additionally, the residents of the City of Kenai approved the issuance of \$2,000,000 in general obligation bonds through ballot proposition. Additional State funding could be used to provide the required match for the Federal funds. RFP to hire Engineering Professional Services was released on January 28, 2021.
2	Wildwood Drive	Reconstruct 2,318 food of roadway. Existing road is 22-foot, and this project will widen to 24-foot and provide drainage ditching on both sides of roadway, remove existing deteriorating asphalt, stabilize sub-base, compact, and pave.	\$ 290,000.00	Wildwood drive provides access to the Wildwood Correctional Facility, and the City requires ownership and site control prior to proceeding with upgrades, which have been needed for at least 40 years. The City is currently working with the Kenai Native Association to gain site control for the road the City has maintained for decades.
3	Paving & Improvements to City Streets	The City of Kenai maintains approximately 20 miles of gravel surfaced roadways within its municipal boundaries. The cost of maintenance of gravel roadways is high, dust from gravel roadways is a health issue for the elderly & young. The City maintains an ongoing Local Improvement District (LID) program to pave local streets and roads with the City providing a 50% cost share for the improvements.	\$ 1,000,000.00	The ongoing infrastructure improvements funded by past State of Alaska capital grants has improved the safety and operational efficiency of the City's roadways. The projects have been designed and constructed by local consultants and contractors providing further economic benefits to the area.
4	Bridge Access Pedestrian Trail	This project constructs a 10-foot-wide 1.3 mile paved and seperated pathway along the east side of Bridge Access Road from its intersection with Beaver Loop Road to its intersection with the Kenai Spur Highway. The final finished surface is anticipated to be 2" of asphalt over a 8-12" gravel sub-base.	\$ 294,947.00	With the recent completion of the Beaver Loop project in 2020 by Alaska Dept of Transportation (ADOT) which included a pedestrian path from Kenai Spur Hwy to Bridge Access Road, the proposed project will continue this path along Bridge Access Road back up to the Kenai Spur Hwy in the heart of Kenai, providing a continuous trail that is widely used by citizens and tourists alike.

CITY OF KENAI
CAPITAL IMPROVEMENTS PROGRAM (CIP) PRIORITIES
FOR STATE FUNDING REQUESTS FOR
SFY 2022
PROJECTS IDENTIFIED AND LISTED IN PRIORITY ORDER

PRIORITY NUMBER	PROJECT TITLE	DESCRIPTION	SFY2022 STATE FUNDING REQUEST	NOTES/COMMENTS
5	Waste Water Treatment Facility Sludge Press Replacement	This project provides for the replacement of the single existing 40 year old sludge press for the Kenai Waste Water Treatment Facility. Installation of a new screw press, control panels, and polymer injection systems are included in the Work.	\$ 900,000.00	The existing press is 40 years old, no longer in production and very challenging to find parts for. Often requiring staff to commission fabrication of replacement parts. Most comparable facilities have two presses, one as primary and one as a backup to allow for service of equipment. Our facility must have a reliable operational system to continue to maintain compliance with regulatory authorities.
6	Improvements to the City of Kenai Recreation Center	This project would repair/replace aging, outdated and failing components of the facility. The improvements would include, but not be limited to; HVAC, New Facility Entrance, roof replacement, replacement of spectator seating, locker room reconstruction, fixture replacements, flooring, and other interior remodel/reconstruction.	\$ 750,000.00	The Kenai Recreation Center is housed in a building that has reached a stage in its life cycle that significant renovations are necessary. After 20-30 years there are many components of the building that need repair or replacement to maintain an acceptable standard of service, and to decrease the rising costs of ongoing operations and maintenance issues in commercial/public buildings.
7	Dispatch Radio Replacement	This project is a critical replacement of outdated dispatch radios.	\$ 175,000.00	Grants have been applied for multiple years for this replacement. It is unknown if any or all of the above amount will be covered by the current grant request. Without full grant funding, the City will have to cover all or part of the upgrade at some point in the near future.
8	Mobile Radio Replacement	This project will replace all vehicle mounted mobile radios that will be beyond their service life, with newer P-25 compliant radios.	\$ 100,000.00	We still have some time to try to get grant funding for these replacements, but it is on the horizon if grant funding does not materialize.
9	Softball Green strip Play Equipment Replacement	Project provides funds to replace an aging and obsolete children's playground located at one of the most heavily used outdoor locations.	\$ 85,000.00	This area is near the adult softball fields and adjacent to a large green strip with a shelter and restrooms.
10	Personal Use Fishery Float Replacements	This project purchases ten new floats at the City Dock. There are currently 22 float sections in total for the ramp and another 8 for the front of the trestle.	\$ 50,000.00	This project takes appropriate steps to ensure the safety of both private citizens that utilize the Dock during the Dipnet Fishery as well as commercial fisherman that may use the Dock when putting boats in/out for the season. Replacements shall be phased over the next few years as funding may allow.

**CITY OF KENAI
 CAPITAL IMPROVEMENTS PROGRAM (CIP) PRIORITIES
 FOR STATE FUNDING REQUESTS FOR
 SFY 2022
 PROJECTS IDENTIFIED AND LISTED IN PRIORITY ORDER**

PRIORITY NUMBER	PROJECT TITLE	DESCRIPTION	SFY2022 STATE FUNDING REQUEST	NOTES/COMMENTS
11	Boat Ramp Concrete Repairs	This project will replace the concrete ramps at the City Dock	\$ 125,000.00	This project takes appropriate steps to ensure the safety of both private citizens that utilize the Ramps during the Dipnet Fishery as well as commercial fisherman that may use the Ramps when putting boats in/out for the season. The tides and weather have taken their toll over the years. This project will allow for safe continued operation of the facility.
12	Senior Center Greenhouse	This project will place a 13-foot elongated gazebo-style heated greenhouse on a crushed rock foundation within 15 feet of the south side of the Senior Center. The greenhouse would provide indoor raised beds for individual planting as well as provide fresh vegetables for the Senior Center for home-delivered and congregate meals for senior citizens in the Kenai area.	\$ 38,000.00	To date \$12,500 has been donated by the late Bill Osborn's family and friends to support this project to provide an opportunity for seniors in the community to participate in the increased health benefits of gardening.

**PAYMENTS OVER \$15,000.00 WHICH NEED COUNCIL RATIFICATION
COUNCIL MEETING OF: FEBRUARY 3, 2021**

VENDOR	DESCRIPTION	DEPARTMENT	ACCOUNT	AMOUNT
PERS	PERS	VARIOUS	LIABILITY	94,496.18

INVESTMENTS

VENDOR	DESCRIPTION	MATURITY DATE	AMOUNT	Effect. Int.
PIPER JAFFRAY	U.S. AGENCY SECURITY	4/27/2022	1,000,000.00	0.1%
PIPER JAFFRAY	U.S. AGENCY SECURITY	2/3/2023	1,000,200.00	0.125%



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3182-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE AIRPORT SPECIAL REVENUE FUND FOR THE 2021 AIRPORT SAND SCREENING PROJECT.

WHEREAS, one of the efforts to reduce operating costs on the Airfield, is to utilize the stockpiled sand from the water runway extension project on the runway, taxiways, and apron for snow and ice control; and,

WHEREAS, the stockpiled sand, as it is, does not meet the Federal Aviation Administration (FAA) recommendations of Advisory Circular 150/5200-30D Airport Field condition Assessments and Winter Operations Safety and requires screening to meet the specifications; and,

WHEREAS, the Airport will advertise to seek assistance with the screening of Airport owned sand in compliance with FAA specifications; and,

WHEREAS, the successful contractor will be required to mobilize to the site and screen 6,000 cubic yards from the stockpile; and,

WHEREAS, this will give the Airport approximately 3-4 years of runway sand and eliminate the truck costs to deliver sand to the Airport; and,

WHEREAS, Administration believes \$50,000 is sufficient to complete the project and sufficient funds are available within the Airport Special Revenue Fund; and,

WHEREAS, This appropriation is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the estimated revenues and appropriations be increased as follows:

Airport Special Revenue Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$50,000</u>
Increase Appropriations –	
Airport Operating Supplies	<u>\$50,000</u>

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Mary Bondurant, Airport Manager

DATE: January 22, 2021

SUBJECT: **Ordinance No. 3182-2021 - 2021 Airport Sand Screening Project**

The Airport is proposing to issue an Invitation to Bid for assistance with screening Airport stock piled sand to use on the runway, taxiways, and aprons. The sand does not meet the FAA specifications for use on the airfield without going through a screening process with a plant.

The Airport uses approximately 1,500 to 1,800 cubic yards a winter season. Having a Contractor mobilize with a screening plant to screen approximately 6,000 cubic yards from the stockpile will save substantially on the trucking and material costs.

The Airport will advertise an Invitation to Bid after the February 17, 2021 Council meeting and bring a Resolution to Award if a successful bidder to the April 7, 2021 meeting for Council consideration.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3183-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND – POLICE DEPARTMENT, AND ACCEPTING A GRANT FROM THE US DEPARTMENT OF TRANSPORTATION PASSED THROUGH THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR TRAFFIC ENFORCEMENT OVERTIME EXPENDITURES.

WHEREAS, the Kenai Police Department joins with other law enforcement agencies statewide to support Alaska Highway Safety Office (AHSO) traffic safety programs to reduce fatalities and injuries on roadways; and,

WHEREAS, AHSO traffic-related overtime funds require no local match and allow the Department to provide specific traffic safety patrols; and,

WHEREAS, actual AHSO overtime expenditures for traffic safety patrols totaled \$5,214.68 from November 16, 2020 through January 1, 2021; and,

WHEREAS, overtime for these additional traffic safety patrols was not budgeted and the department is requesting appropriation into the overtime budget equal to the amount of the AHSO grant funding received.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept these grant funds in the amount of \$5,214.68 and to expend those funds pursuant to all grant terms and conditions and to fulfill the purpose and intent of this ordinance.

Section 2. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
Federal Grants - Police	<u>\$5,214.68</u>

Increase Appropriations –	
Police – Overtime	<u>\$5,214.68</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such

judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: David Ross, Police Chief

DATE: January 20, 2021

SUBJECT: **Ordinance No. 3183-2021, Accepting AHSO Grant Funds**

The Kenai Police Department continues to participate in traffic enforcement overtime patrols, reimbursed to the City of Kenai through a grant by the Alaska Highway Safety Office (AHSO).

Actual overtime costs for traffic enforcement between November 16, 2020 and January 1, 2021 that qualified for AHSO reimbursement, was \$5,214.68.

AHSO overtime reimbursements are deposited into the general fund. I would respectfully request consideration of the ordinance accepting and appropriating the grant amount to the police overtime account.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3184-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, AMENDING KENAI MUNICIPAL CODE 23.30.050 – BUSINESS HOURS AND HOURS OF WORK TO ALLOW FOR ALTERNATE WORK SCHEDULES IN THE POLICE DEPARTMENT.

WHEREAS, this ordinance eliminates from KMC 23.30.050(b) the specific work schedule that is set for Police and Communications personnel, allowing that schedule to be set or changed administratively while maintaining the four day work week; and,

WHEREAS, KMC 23.30.050(b) currently requires “(4) shifts of 10 hours per week” as the normal schedule, however alternate schedules may be both beneficial to the City and to the employees; and,

WHEREAS, during a portion of the public health emergency dispatchers have worked a schedule of (3) shifts of 12 hours and (1) shift of 4 hours per week and that shift has worked well for the Department; and,

WHEREAS, the alternate schedule with 12 hours shifts has advantages including it is predominately a preferred schedule for staff, it provides for less hours during the week of a dispatcher working alone in the dispatch center without another dispatcher to assist, and it is also not an uncommon schedule among some other dispatch centers.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. Amendment of Section 23.30.050 of the Kenai Municipal Code: That Kenai Municipal Code, Section 23.30.050 – Business hours and hours of work, is hereby amended as follows:

23.30.050 Business [H]Hours and [H]Hours of [W]Work.

(a) The hours during which City offices and departments shall normally be open for business shall be 8:00 a.m. to 5:00 p.m., Police and Fire shall be open for business twenty-four (24) hours a day. The library, Senior Center, Public Works and Animal Control operations shall be open for business as authorized by the City Manager.

(b) Public Safety employees, not including administrators, normal work week is:

(1) Police and Communications—four (4) shifts [OF TEN (10) HOURS] per week, two thousand eighty (2,080) hours annually. When working this shift, first and third days off

shall be treated as Saturdays and the middle day off (the second day) shall be treated as a Sunday for purposes of paying overtime;

(2) Employees performing fire protection activities as defined by the Fair Labor Standards Act (FLSA) may work any FLSA approved "7(k) Work Period" approved by the City Manager.

(c) All other employees' normal work week is forty (40) hours, two thousand eighty (2,080) hours annually. Standard work day is midnight to midnight succeeding. Standard work week is midnight Sunday to midnight Sunday succeeding. Operating hours may be adjusted on timely notice.

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: March 19, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: David Ross, Police Chief
DATE: January 20, 2021
SUBJECT: Ordinance No. 3184-2021, Amending KMC 23.30.050(b)

In KMC 23.30.050(b), the normal schedule for police and communications staff is stated as “four (4) shifts of ten (10) hours per week”. This ordinance will remove the language that specifically states the number of hours per day, but keeps the four day work week.

Dispatchers have been working a four-day work week schedule comprised of three 12-hour shifts and one 4-hour shifts for the last couple months of the public health emergency, and there are some benefits we can retain if that schedule is permitted beyond the current emergency. When we are fully staffed, under the normal schedule of 10-hour shifts, we have about 52 hours per week of a dispatcher working alone in the dispatch center without a partner, which is less than optimal. When we are fully staffed under the 12-hour shift schedule, we are able to reduce the time that a dispatcher would be scheduled to work alone down to approximately 16 hours each week. It is also a generally preferred schedule among dispatchers.

This ordinance does not set the schedule for dispatchers, it simply allows the schedule to be adjusted administratively within a 40-hour per week, 4-shifts per work-week schedule, rather than being set in Code specifically as 10-hour shifts.

There is no intention to make changes to the police staff schedules at this time.

I respectfully request your consideration of this Ordinance.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3185-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE AIRPORT SPECIAL REVENUE AND AIRPORT IMPROVEMENTS CAPITAL PROJECT FUNDS AND AMENDING A PROFESSIONAL SERVICES AGREEMENT FOR THE 2021 AIRFIELD DRAINAGE REHABILITATION PROJECT AT THE KENAI MUNICIPAL AIRPORT.

WHEREAS, HDL Engineering Consultants has completed the initial assessment for the Airfield Drainage Project, also known as Task 5 under our current agreement with HDL; and,

WHEREAS, Ordinance 3166-2020 funded an initial assessment effort at \$44,230 which included a Purchase Order to HDL in the amount of \$37,230 to perform CCTV Camera Inspection services, \$5,000 in contingency funds, and \$2,000 in City administration time; and,

WHEREAS, the final condition assessment provided by HDL Engineering has identified approximately 500lf of storm water piping that has failed and is in need of replacement; and,

WHEREAS, this Ordinance is intended to provide sufficient funds to complete the design effort and complete the pipe replacement work; and,

WHEREAS, the total project cost is estimated to be \$300,000, and will require an increase to HDL Engineering's Purchase Order 121702 by \$84,725 for a total Purchase Order amount of \$121,955; and,

WHEREAS, the remaining funds are expected to cover construction and City Administration fees; and,

WHEREAS, the Federal Aviation Administration (FAA) is aware of and in support of this project; and,

WHEREAS, as this project is addressing an emergent need and was not previously included in planning documents a grant is not yet in place at this time, however communications with the FAA have determined the project is grant eligible and will be funded as a source becomes available.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. The City Manager is authorized to increase Purchase Order 121702 to HDL Engineering Consultants for Professional Services in the amount of \$84,725 for a total design agreement to date of \$121,955.

Section 2. That the estimated revenues and appropriations be increased as follows:

Airport Special Revenue Fund:

Increase Estimated Revenues –
Appropriation of Fund Balance \$255,770

Increase Appropriations –
Transfer to Airport Improvement Capital Project Fund \$255,770

Airport Improvement Capital Project Fund:

Increase Estimated Revenues –
Transfer from Airport Special Revenue Fund \$255,770

Increase Appropriations:
KMA Airfield Drainage Improvements Project –
Design \$84,725
Construction \$171,045
\$255,770

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect upon adoption.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Scott Curtin
DATE: January 26, 2021
SUBJECT: Ordinance No. 3185-2021

On December 14, 2020 the City executed an agreement with HDL Engineering to investigate and provide a condition assessment of some failing storm drains within the safety area of the runway at the Kenai Municipal Airport. On December 15, 2020 a CCTV Contractor mobilized to Kenai and inspected approximately 3000lf of existing storm drain. The map below indicates the area of the inspection as well as some pipe photos from the inspection.

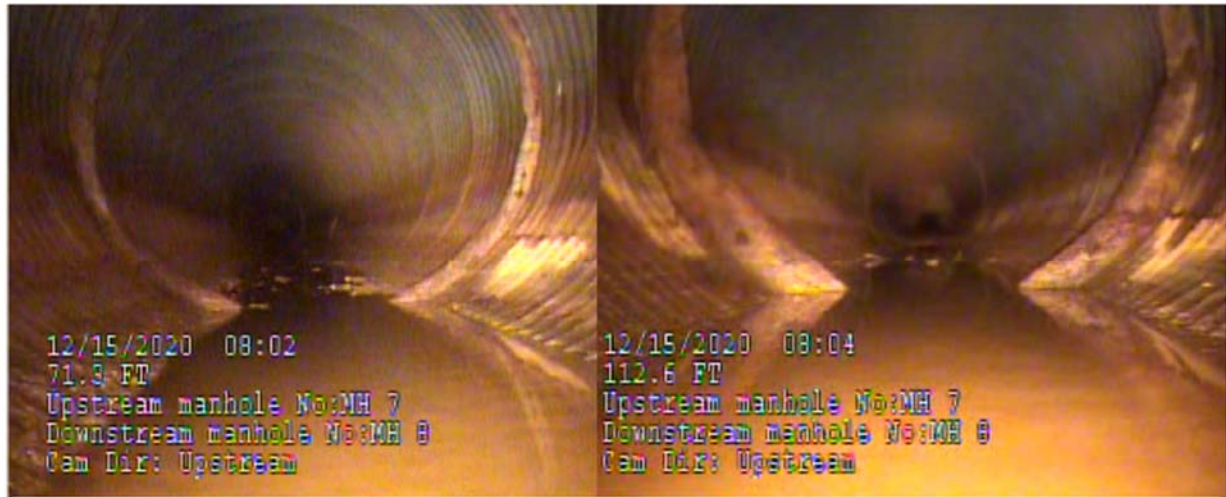
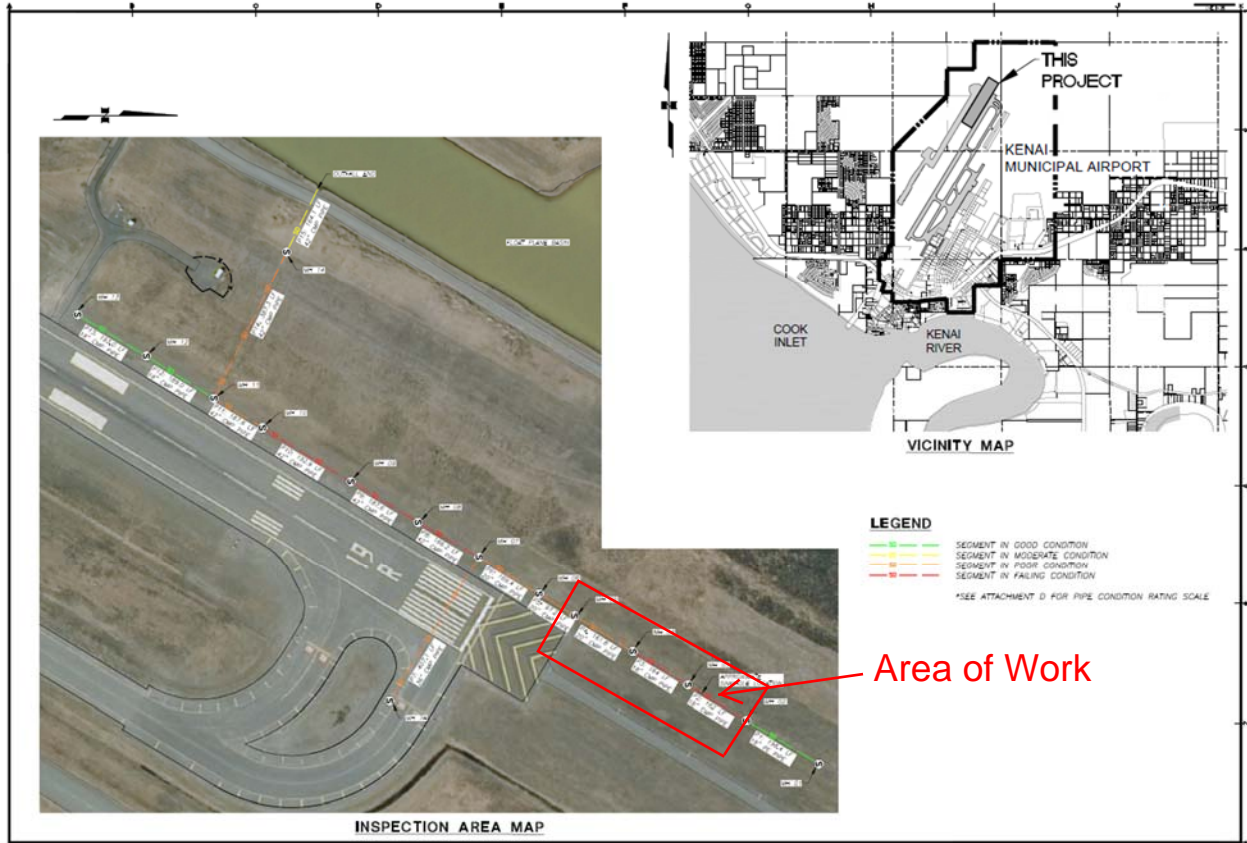
On January 8, 2021 the City received a formal report from HDL Engineering Consultants indicating the results of the inspection as well as recommendations on corrective actions for the work. Approximately 500lf of storm drain has been identified as an immediate concern for replacement. Pipe connections are rusting and beginning to fail allowing fill from above to enter the pipe while creating sink holes above.

The proposed project is anticipated to cost approximately \$300K including Design and Construction. Is expected to take 2-3 weeks to complete the work, which will likely take place overnights in the spring requiring a short term shutdown of the runway, nightly, for those few weeks. Close coordination with staff and the Federal Aviation Administration (FAA) will be required to accomplish this.

The FAA is aware of and in support of this project. The City will front end Finance this project from the Airport Special Revenue Fund and seek a reimbursement grant from the FAA as funds become available. Sufficient funds are available to accomplish this.

It should be noted additional areas of the storm drain system were also found to be failing, however these areas due to their close proximity to the runway, were determined to be a better candidate for replacement during a future Runway Rehabilitation Project due to the potential for damaging existing asphalt that may require repair after repairing the piping.

Completion of this project is a high priority for the Airport, and the Administration is in support of the project. Council's support is respectfully requested.



MH7 to MH8 obstruction in joint. The obstruction appears to be geotextile fabric.





Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3186-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL LAND SALE PERMANENT FUND TO TRANSFER EARNINGS IN EXCESS OF BUDGETED AMOUNTS TO THE CITY'S GENERAL FUND.

WHEREAS, Article 5, Section 5-11 of the City's Charter, requires the proceeds from the Sale of all City owned, non-trust lands be deposited in a separate fund, the General Land Sale Permanent Fund, and allows for the investment earnings to be used for any lawful purpose but prohibits the expending of the proceeds from land sales; and,

WHEREAS, the General Land Sale Permanent Fund's 2020-year ending balance of \$3,643,755 was an increase of \$212,783 from the December 31, 2019 balance; and,

WHEREAS, the allowable transfer to the General Fund for operations is limited to 4% annually and excess earnings are reserved to supplement spending when portfolio earnings are less than the 4% limit in any given year; and,

WHEREAS, the December 30, 2020 earnings reserve balance was \$692,062, thus the 2020 annual transfer is limited to \$145,750 (4% of the Fund's value); and,

WHEREAS, after deducting the FY2021 allowable transfer, the earnings reserve balance will be \$546,312; and,

WHEREAS, the FY2021 budgeted transfer from the General Land Sale Permanent Fund was \$139,523 meaning the actual will be \$6,227 more than budgeted and increasing the transfer amount to the maximum amount is in the City's best interest.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the estimated revenues and appropriations in the General Land Sale Permanent Fund be increased as follows:

General Land Sale Permanent Fund:	
Increase Estimated Revenues –	
Investment Earnings	<u>\$6,227</u>
Increase Appropriations –	
Transfer to General Fund	<u>\$6,227</u>

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank, Finance Director

DATE: January 22, 2021

SUBJECT: Ordinance No. 3186-2021 – GLSPF Appropriation Increase

The purpose of this memo is to recommend passage of Ordinance 3186-2021. This Ordinance will increase the authorized transfer amount from the General Land Sale (GLSPF) to the City's General Fund for FY21. This increased amount is possible because earnings were higher than projected for calendar year 2020.

GLSPF

Pursuant to KMC 7.30.020 (a) (5) the annual transfer from the GLSPF shall be limited to the lesser of the cumulative earnings at calendar year end for the fund or four percent (4%) of the fund's fair market value as of December 31st of each year. "Cumulative earnings" is defined as the market value at calendar year end minus the fund's inflation adjusted principal balance.

The December 31, 2020 market value of the GLSPF was \$3,643,755 with cumulative earnings of \$692,062.

December 31, 2020

Portfolio Value	\$3,643,755
4% of Portfolio Value	\$145,750
Cumulative Earnings	\$692,062

FY20 Allowable Transfer	\$145,750
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The FY21 budgeted transfer amount was \$139,523. This Ordinance will increase the budgeted transfer amount to the maximum value of \$145,750, an increase of \$6,227.

Your support for Ordinance 3186-2021 is respectfully requested.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3187-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE AIRPORT LAND SALE PERMANENT FUND TO TRANSFER EARNINGS IN EXCESS OF BUDGETED AMOUNTS TO THE CITY'S AIRPORT FUND.

WHEREAS, section 7.30.010 of the Kenai Municipal Code (KMC) established a fund to account for the proceeds from sale of land deeded to the City by the US Government for benefit of the Kenai Municipal Airport; and,

WHEREAS, KMC 7.30.020(a)(4) provides for appropriations from the Airport Land Sale Permanent Fund be limited to 3.8% or 4.2% of the fund's five-year, December 31st fair market value; and,

WHEREAS, 3.8% of the average five-year December 31st value, may be transferred if the fund's year end value is below the fund's inflation adjusted value; and,

WHEREAS, 4.2% of the average five-year December 31st value, may be transferred if the fund's year end value exceeds the fund's inflation adjusted value; and,

WHEREAS, the Airport Land Sale Permanent Fund's 2020-year ending balance was \$28,632,059 and the five-year average market value was \$25,524,254 and is below the inflation adjusted principal balance of \$26,531,145 thus limiting the allowable transfer to the lower bound of spending rate (3.8%) or \$969,922; and,

WHEREAS, the FY2021 budgeted transfer from the Airport Land Sale Permanent Fund was \$955,050 meaning the actual will be \$14,872 more than budgeted and increasing the transfer amount to the maximum amount is in the City's best interest.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the estimated revenues and appropriations in the Airport Land Sale Permanent Fund be increased as follows:

Airport Land Sale Permanent Fund:	
Increase Estimated Revenues –	
Investment Earnings	<u>\$14,872</u>
Increase Appropriations –	
Transfer to Airport Fund	<u>\$14,872</u>

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank, Finance Director

DATE: January 22, 2021

SUBJECT: Ordinance No. 3187-2021 – ALSPF Appropriation Increase

The purpose of this memo is to recommend passage of Ordinance 3187-2021. This Ordinance will increase the authorized transfer amount from the Airport Land Sale (ALSPF) to the City's Airport Fund for FY21. This increased amount is possible because earnings were higher than projected for calendar year 2020.

ALSPF

Pursuant to KMC 7.30.020 (a) (4) the annual transfer from the ALSPF will be based upon the five (5) year average of the fund's calendar year end market value. An amount not to exceed three and four-fifths percent (3.8%) of the five (5) year average market value may be distributed if the average market value is less than the fund's inflation adjusted principal balance. An amount not to exceed four and one-fifth percent (4.2%) of the five (5) year average market value may be distributed if the average market value is greater than the fund's inflation adjusted principal balance.

The December 31, 2020 5 year-average market value of the portfolio (\$25,524,254) was below the inflation adjusted principal (\$26,531,145), thus the allowable transfer is limited to the lower bound of the spending rate (3.8%). The 2020 allowable transfer based upon this calculation is \$969,922.

The FY21 budgeted transfer amount was \$955,050. This Ordinance will increase the budgeted transfer amount to the maximum value of \$969,922, an increase of \$14,872.

Your support for Ordinance 3187-2021 is respectfully requested.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3188-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE WATER AND SEWER SPECIAL REVENUE AND WASTEWATER TREATMENT PLANT IMPROVEMENTS CAPITAL PROJECT FUNDS FOR A REPLACEMENT SLUDGE PRESS.

WHEREAS, HDL Engineering Consultants successfully concluded our RFP process in the spring of 2020, and quickly began work on assessing the City's Waste Water Treatment Facility; and,

WHEREAS, the two highest priority items identified within HDL's assessment was the replacement of the existing Wasting Activated Sludge (WAS) Pumps, which is nearing completion now, and the replacement of the 40 year old sludge press; and,

WHEREAS, prior to getting HDL Engineering Consultants under contract, \$500,000 was included in the FY2020 budget toward this project; and,

WHEREAS, after development of the project concepts and gaining a greater understanding of additional appropriate efforts that should take place during this work, items like control panel replacement, and polymer injection equipment replacement, the intent of this ordinance is to appropriate additional funds to allow the project to continue forward; and,

WHEREAS, the current anticipated budget for this work is now \$1,200,000 based on current estimates; and,

WHEREAS, to date the current design agreement with HDL for this work totals \$169,125 and was approved under Resolution 2020-95; and,

WHEREAS, staff in coordination with the engineers intend to issue and evaluate through the Request for Proposal (RFP) process equipment offerings from various manufacturers and upon evaluation issue a contract award to the supplier offering the greatest value to the City on a new sludge press and associated equipment; and

WHEREAS, this procurement will allow the six month production time for the new equipment to take place while final design documents are being completed on the actual equipment to be installed; and

WHEREAS, this will save the City on contractor markup on roughly \$450K worth of equipment while allowing the equipment to arrive in Alaska faster as well as minimize exposure on change orders as the design documents will reflect the specific equipment being installed and not a generalization towards multiple potential manufacturers; and

WHEREAS, enactment of this Ordinance is in the City's best interest.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the estimated revenues and appropriations be increased as follows:

Water and Sewer Special Revenue Fund:	
Increase Estimated Revenues –	<u>\$700,000</u>
Increase Appropriations:	
Transfer to Wastewater Treatment Plant Improvement Capital Project Fund	<u>\$700,000</u>

Section 2. That the estimated revenues and appropriations be increased as follows:

Wastewater Treatment Plant Improvement Capital Project Fund:	
Increase Estimated Revenues –	
Transfer from Water & Sewer Fund	<u>\$700,000</u>
Increase Appropriations:	
Construction	<u>\$700,000</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect upon adoption.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Scott Curtin, Public Works Director

DATE: January 26, 2021

SUBJECT: **Ordinance No. 3188-2021**

Council approved Resolution 2020-95 at the December 16, 2020 Council meeting which authorized a professional services agreement to HDL Engineering to provide bid ready construction documents for a replacement sludge press at the City's Waste Water Facility.

This agreement, in the amount of \$169,125, was paid for from the \$500,000 in funding provided during the FY20 Budget. HDL Engineering, in coordination with City staff and their sub-consultants, have determined the production lead times on this equipment is extensive, estimated to be approximately six months from date of order to delivery.

As such the team is working on documents to select a new sludge press during a competitive RFP process where the City will select and purchase a new sludge press and associated components directly from the manufacturers / distributor as the case may be. This is slightly different than a normal design, bid, build type of procurement process.

This ordinance is being introduced now, to ensure sufficient funds are available to award the purchase of this equipment by the City and also to inform Council of what the likely overall magnitude of the project is anticipated to be. Finance requires sufficient funds are available prior to the release of solicitations. This ordinance is to meet that requirement.

Current project estimate has the design phase at \$169,125, equipment purchases approximately \$480,000, and the remainder of roughly \$550,000 for construction, construction administration and City administration. At the completion of the design phase a more detailed cost estimate will be provided by the design team and if needed, may result in coming back to Council to confirm any changes to assumed project costs prior to going out for construction contractor bids.

This project is the highest priority item at the Waste Water Facility to be completed next. Replacement will allow staff to continue to meet Federal and State regulated requirements. The administration is in support of the project.

Council's support is respectfully requested.



Example of new screw press



Existing 40 year old belt press





Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3189-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND AND THE PUBLIC SAFETY CAPITAL PROJECT FUND TO PROVIDE SUPPLEMENTAL FUNDING TO THE FIRE DEPARTMENT'S STATION ALERTING PROJECT AND AUTHORIZING A PURCHASE ORDER IN EXCESS OF \$15,000 TO KACHEMAK ELECTRIC FOR PERFORMANCE OF THE WORK.

WHEREAS, the City of Kenai received a grant from the State of Alaska Homeland Security Program for \$473,000 (Ordinance 3093-2019); and,

WHEREAS, \$45,000 of that grant was designated to install Fire Station Alerting equipment at the Airport Fire Station; and,

WHEREAS, equipment was purchased through US Digital Design totaling \$31,090.56 and installation by Kachemak Electric Co. Inc. cost \$14,854; and,

WHEREAS, after installation of the project was completed, there were functionalities of the system that were identified requiring additional installation to complete including: interface with Dispatch to control doors and crash phone interface with the Airport Control Tower; and,

WHEREAS; labor and materials to complete this work total \$2,532 as submitted by Kachemak Electric Co.; and,

WHEREAS; an additional \$2,476.56 is requested to complete this project; and,

WHEREAS; it is in the best interest of the City of Kenai and the Fire Department to complete this work and maintain operational readiness and integration of the Fire Station Alerting System.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$2,476.56</u>
Increase Appropriations –	
Transfer to Public Safety Capital Projects Fund	<u>\$2,476.56</u>

Section 2. That the estimated revenues and appropriations be increased as follows:

Public Safety Capital Project Fund:	
Increase Estimated Revenues –	
Transfer from General Fund	<u>\$2,476.56</u>
Increase Appropriations –	
Professional Services	<u>\$2,476.56</u>

Section 3. That the City Manager is authorized to execute a change order to the purchase order issued to Kachemak Electric in the amount of \$2,532 bringing the adjusted change order amount to \$17,386.

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members
THROUGH: Paul Ostrander, City Manager
FROM: Tony Prior, Fire Chief
DATE: January 27, 2021
SUBJECT: Ordinance 3189-2021

The City of Kenai was awarded grant funding from the State of Alaska Homeland Security Program (Ordinance 3093-2019), and \$45,000 of the grant was specified to install G2 Fire Station Alerting equipment at the Airport Station. Station 1 already has the G2 Fire Station Alerting equipment installed and operational from a joint grant with the Kenai Peninsula Borough. We contracted with Kachemak Electric Co. Inc to install the equipment as they are the only authorized electrical company to install this equipment. Upon completion of installation by Kachemak Electric we identified a few key items that could be added to the project to enhance the system.

First, the G2 Station Alerting System has the ability to have our Dispatch Center control the opening and closing of bay doors at the Airport Fire Station. The components needed for this particular operation of the G2 Station Alerting is already purchased and would only require a small amount of wiring and installation time. The opening of the doors can be programmed into the alert notification and automatically open the doors to speed up response times for airport emergencies. With the strict requirements of a three (3) minute response time from FAA, this would assist to ensure no delays in response of apparatus.

Second, the speaker system at the Airport Station is directly tied to the Airport Control Tower's "RED PHONE", which broadcasts as a PA when they talk directly to our Dispatch Center. They use this to notify us of an ALERT (Aircraft Emergency). The current system is very scratchy and sometimes inaudible by fire personnel. We have identified an option to tie that Red Phone into the G2 Station Alerting Speakers for a clear and loud notification of an Aircraft Emergency.

Third, tying the outside speakers into the Alerting System. When personnel are outside of the station they may not be able to hear an emergency tone without a portable radio. We can tie the exterior speakers at the station to the Alerting System, improving notification in all areas in and around the station.

I respectfully request the addition of \$2,476.56 to the Public Safety Capital Project Fund and the increase of the Purchase Order to Kachemak Electric to complete the aforementioned work.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3190-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND TO PROVIDE A GRANT DISBURSEMENT PROGRAM FOR SMALL BUSINESSES THAT DID NOT PREVIOUSLY APPLY FOR FULL ASSISTANCE FROM THE CITY IN 2020.

WHEREAS, on April 9, 2020 President Donald J. Trump approved a Disaster Declaration for the State of Alaska; and,

WHEREAS, on May 20, 2020, the City Council enacted Ordinance 3130-2020 accepting Federal CARES ACT funding passed through the State of Alaska for expenditures in response to the COVID-19 Public Health Emergency; and,

WHEREAS, on June 3, 2020, the City Council passed Resolution 2020-39, approving a \$3,000,000 Grant Disbursement Program for Small Businesses and Non-Profit Organizations Utilizing Funds from the CARES Act with an application period of June 4, 2020 to June 19, 2020; and,

WHEREAS, on July 1, 2020, the Council amended the Grant Disbursement Program to re-open the application period from July 10, 2020 to July 17, 2020 to allow additional businesses and non-profits impacted by the COVID-19 pandemic to seek relief without materially affecting available future funding; and,

WHEREAS, on September 2, 2020, the Council amended the Grant Disbursement Program to provide a second round of grants, with an application period of October 1, 2020 to October 30, 2020 that increased the amount available to City of Kenai businesses so that the total of the City grants equaled the size of the business grants offered by the Kenai Peninsula Borough to borough businesses located outside of the City limits; and,

WHEREAS, Administration has reached out to numerous businesses that did not apply during one or all of the grant application periods to determine why they did not apply, with the primary reasons given being that their business was faring well at the time, they felt the funds should go to other businesses that had a greater need, and in some cases missing the opportunity to apply; and,

WHEREAS, the magnitude and length of the COVID-19 pandemic is still unknown, and its associated negative impacts to our economy are still creating uncertainty for local businesses; and,

WHEREAS, providing businesses that previously did not receive full assistance through the City's 2020 programs an opportunity to apply for those programs will benefit businesses that previously did not have a need, or missed the grant opportunities for some other reason; and,

WHEREAS, the success of the City is dependent upon the success of the local economy and its businesses and providing an opportunity for local businesses that previously did not apply for full assistance to apply for our grant disbursement program is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the grant disbursement program for small businesses that did not previously apply for full assistance from the City in 2020 is approved as attached or modified in similar form.

Section 2. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$200,000</u>
Increase Appropriations – Non-Departmental	
Grants to Others	<u>\$200,000</u>
	<u>\$200,000</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2021.

ATTEST:

BRIAN GABRIEL SR., MAYOR

Jamie Heinz, CMC, City Clerk

Approved by Finance:  _____

Introduced: February 3, 2021
Enacted: February 17, 2021
Effective: February 17, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members
FROM: Paul Ostrander, City Manager
DATE: January 27, 2021
SUBJECT: **Ordinance 3190-2021 – Providing a Grant Opportunity for Businesses That Did Not Previously Apply For Full Assistance**

Since COVID-19 began impacting the daily lives of our residents in March of 2020, the administration has worked diligently to identify areas of need in the community and recommend ways in which the City could help meet those needs. When Federal CARES Act funding was made available through the State, and later, when additional funding was provided through the Kenai Peninsula Borough, it was clear that utilizing a portion of these funds to support our business community was going to be essential to offset the negative economic impacts of the pandemic.

City Council approved a first round of grants that included small businesses and non-profit entities for the period of June 4-19, 2020, and re-opened the first round for an additional period of July 10-17, 2020. Council then authorized a second round of grants for small businesses for the period of October 1-30, 2020. Depending on the business' total gross sales, Kenai businesses were eligible for up to \$35,000 in grants from the City through these programs.

Since the last grant program's closure on October 30, 2020, multiple businesses have communicated with the administration that they did not apply for one or either round of grants. Some businesses indicated that they only applied for the first round of grants based on need at the time. The reasons these businesses did not apply for full assistance varies, but as the pandemic drags on into 2021 and our local economy continues to suffer, providing these businesses another opportunity to apply for grants they would have qualified for under the City's Relief and Recovery grant programs is appropriate.

Ordinance 3190-2021 provides additional grant funds where they are needed to businesses in our community without providing grants in excess of what other City businesses received or what was offered to Kenai Peninsula Borough businesses outside of the City limits.

Your consideration is appreciated.

Small Business Grant

Small Business Grant Program

The City is offering an additional grant opportunity for small businesses that did not previously apply for the maximum amount of grant funding they were eligible to receive from the City through its Relief and Recovery grant programs in 2020. The total grant funds available for each eligible business in the City of Kenai is equal to the size of the grants offered by the Kenai Peninsula Borough to businesses located outside of City limits.

The minimum revenues a business needs to be eligible to receive a grant is \$20,000, consistent with the Borough's program. Businesses that received grants in Round 1 but did not apply for Round 2 of the City program will need to reapply for this program — the application form will request additional information. Businesses that did not apply in Round 1 or Round 2 will be eligible to apply for this program to receive the maximum grant amount.

The City will begin accepting applications on February 22, 2021 and the application period will close on March 22, 2021.

The grant categories will be divided into five levels based on each business' 2019 total gross sales for four quarters as reported on their tax returns to the Borough.

These amounts are the maximum a qualifying business was eligible to receive from the City through its Relief and Recovery Grant Program in 2020 in Round 1 and Round 2:

- Up to \$1,750 for businesses with 2019 revenues of \$20,000 to \$50,000
- Up to \$3,500 for businesses with 2019 revenues of \$50,000 to \$100,000
- Up to \$8,750 for businesses with 2019 revenues of \$100,000 to \$250,000
- Up to \$17,500 for businesses with 2019 revenues of \$250,000 to \$500,000
- Up to \$35,000 for businesses with 2019 revenues of over \$500,000

Similar to Round 1 and Round 2 of the City's Relief and Recovery Grant Program, a business must have been in existence as of January 1, 2020, to qualify. That would not exclude an existing business with a state license, and that has previously filed tax returns with the Borough even though it may have reported no operations in January 2020 (such as a seasonal business).

(continued on next page)

The City is offering a grant for small businesses that did not previously apply for the maximum amount of grant funding they were eligible to receive in Round 1 and Round 2:

Business Revenues	Round 1 Grant Amount	Round 2 Grant Amount	Total Grant Amounts
\$20K - \$50K	\$1,000	\$750	\$1,750
\$50K - \$100K	\$2,500	\$1,000	\$3,500
\$100K - \$250K	\$5,000	\$3,750	\$8,750
\$250K - \$500K	\$7,500	\$10,000	\$17,500
>\$500K	\$10,000	\$25,000	\$35,000

✓ Round 1 Grant Amount

✓ Round 2 Grant Amount

Small Business Grant

For purposes of determining eligibility for a new business without a full year's tax returns for 2019, the City would take gross sales reported for any quarters in 2019 and the first quarter 2020 and extrapolate the numbers to estimate a full year's sales for the business.

Businesses that are not required to file sales tax returns with the Borough must provide a copy of their most recent federal income tax return or other proof of revenues as deemed suitable by the City review committee to determine the level of grant award they might qualify to receive.

The amount of the grant for businesses with locations inside and outside the City will be based solely on their revenues from the business location within the City of Kenai.

The business must be located within the City of Kenai, with a valid state business license and be current in its sales tax registration with the Kenai Peninsula Borough. That could be an office, warehouse, shop or other premise owned, leased or rented and operated by the applicant. The business owner(s) does not have to be a resident of the City of Kenai.

Businesses sharing physical quarters may each apply and qualify for their own grant, so long as each business has its own state license, files a sales tax return under its own name and does not share the same ownership with the other co-located businesses. Such so-located businesses under the same owner will be eligible for one grant.

Businesses that have applied for or have obtained any other state or federal COVID-19-related assistance are not necessarily disqualified from the City program.

The program will exclude from eligibility the same list of businesses excluded in the previous program, including:

- C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority-owned by such a publicly traded corporation
- National chains that own and operate their premises in Kenai; franchise owned-and-operated businesses in Kenai would be eligible
- Businesses with a City lien or are in violation of a payment agreement with the City
- Businesses with a Borough lien for unpaid sales taxes. A sales tax delinquency would not disqualify a business from the grant program unless the Borough has initiated a lien on that debt. Businesses that have entered into a payment plan with the Borough and are adhering to that plan would be eligible for the grant, so long as the lien has been lifted

Applicants will be required to certify that they have been affected by the COVID-19 public health emergency and resulting economic impacts. Because the grants in Round 2 were significantly larger than in Round 1, the City will ask for additional information of applicants for this program as well. This includes information on economic hardship suffered by the business, either lost revenue or additional costs of operations; and information on other similar financial assistance received from the Borough or other cities on the Kenai Peninsula.

If the demand for grants for this program exceeds the City's available funds, the City reserves the right to prorate the grants to stay within available funding.



Sponsored by: Mayor Gabriel

CITY OF KENAI

ORDINANCE NO. 3191-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND TO PROVIDE ASSISTANCE TO KENAI RESIDENTS IMPACTED BY THE COVID-19 PUBLIC HEALTH EMERGENCY WITH THE PURCHASE OF GROCERIES AND NECESSARY HOUSEHOLD GOODS IN KENAI AND AWARD A PROFESSIONAL SERVICE AGREEMENT TO THE KENAI CHAMBER OF COMMERCE AND VISITORS CENTER FOR ADMINISTRATION OF THE PROGRAM.

WHEREAS, the COVID-19 Public Health Emergency has significantly impacted many Kenai residents through lost income and or increased expenses; and,

WHEREAS, the Kenai Peninsula Food Bank of Alaska reports that before the Public Health Emergency, it distributed food to approximately 60 people from its Kenai food distribution site, and during this Public Health Emergency, distribution peaked at about 275 food boxes per week and continues to serve around 200 a week in Kenai; and,

WHEREAS, the Food Bank further provides that it can distribute 300 food boxes in Kenai, when available, in less than an hour and that its meal program at the Food Bank, which serves Kenai residents and others, served around 30 to 40 meals a day previously, but now consistently serves over twice that, peaking at around 200 meals per day; and,

WHEREAS, other data similarly shows an increase in financial hardship for residents in the City, with more residents behind on City water and sewer accounts now than prior to the Public Health Emergency and Homer Electric Association reports that it has a number of members in Kenai and other areas that have signed SB-241 Agreements indicating they are experiencing financial hardship due to the Public Health Emergency; and,

WHEREAS, while the City, in response to the Public Health Emergency, has previously provided funding to the Food Bank for free food distribution programs, through Alaska Housing Finance Corporation (AHFC) for mortgage and rental assistance, direct funding through Relief and Recovery grants to local businesses and nonprofits, and a Shop Local program encouraging shopping at small businesses selling discretionary items, this program is specifically intended to help impacted residents double the amount of food or necessary household goods they are able to purchase in Kenai to secure more groceries and necessary household items; and,

WHEREAS, the program may help many of the same individuals assisted by other City programs, and even some of the same businesses, but will also assist many residents not previously assisted by the City through its Public Health Emergency response; and,

WHEREAS, the program will be funded up to \$200,000 plus an administrative fee and be administered by the Kenai Chamber of Commerce and Visitor Center, Inc. and will provide

vouchers to local participating retail businesses selling groceries and necessary household goods in increments of \$100 up to a total of \$200 per resident who self certifies that they have been financially impacted by COVID-19 and who turns in receipts for groceries or necessary household goods up to \$200 from Kenai retail businesses in the months of March and April; and,

WHEREAS, in 2020, the City distributed CARES Act funds from the Federal Government passed through the State of Alaska in response to and to aid in the recovery from the COVID-19 Public Health Emergency and allocated funds to support a number of programs identified to best provide needed aid; and,

WHEREAS, because initial federal CARES Act guidance required funds to be spent prior to December 31, 2020, or be returned to the Federal Treasury, some of the CARES Act funds originally allocated for other purposes but unspent late in 2020 was used by the City just prior to the deadline as allowed by the Act, for first responder payroll; and,

WHEREAS, these funds remain available in the General Fund if further assistance is necessary to support residents and businesses that continue to be impacted by the COVID-19 pandemic; and,

WHEREAS, the funding for this program can be attributed to some of the CARES Act funds the City had originally allocated to use for direct assistance to businesses, nonprofits, and Kenai residents; and,

WHEREAS, the City continues to identify a need to provide economic recovery from the COVID-19 Public Health Emergency, and this program meets an identified need and is in the best interests of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to establish a program up to \$200,000 to provide Kenai residents who self-certify that they have been financially impacted by the COVID-19 Public Health Emergency, vouchers in \$100 increments up to \$200, to use at local retail establishments selling groceries or necessary household goods, upon submission of receipts from similar retail establishments on a dollar for dollar basis.

Section 1. That the City Manager is authorized to execute a professional service agreement with the Kenai Chamber of Commerce and Visitor Center, Inc. for administration of the program for a total cost not to exceed \$15,000 including up to \$10,000 to promote the program and up to \$5,000 for program administrative support.

Section 1. That estimated revenues and appropriation be increased as follows:

General Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$215,000</u>
 Increase Appropriations – Non-Departmental	
Professional Services	\$ 15,000

Grants to Others

200,000
\$215,000

Section 2. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 3. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 17th day of February, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: February 17, 2020
Enacted: February 17, 2020
Effective: February 17, 2020



MEMORANDUM

TO: Council Members
FROM: Mayor Gabriel
DATE: January 28, 2021
SUBJECT: **Ordinance 3191-2021 Grocery and Necessary Household Goods**

Ordinance 3191-2021 is intended to help Kenai residents impacted by the COVID-19 Public Health Emergency stretch their dollars at local grocery retailers for groceries and other necessary household goods. The program provides residents who self-certify that they have been financially impacted by the COVID-19 Public Health Emergency up to \$200 in vouchers in increments of \$100 at local grocery retailers for residents who spend \$100 or \$200 at local grocery retailers and provide receipts. The program is funded at \$200,000, which would allow 1,000 residents to participate if individuals provided \$200 in receipts each, and more if some provide \$100.

While the funds for this program would come from the General Fund, they can be traced back to CARES Act funding. Because initial federal CARES Act guidance required funds to be spent prior to December 31, 2020, or be returned to the Federal Treasury, some of the CARES Act funds originally allocated for other purposes but unspent late in 2020 were used by the City just prior to the deadline as allowed by the Act, for first responder payroll. These funds remain available in the General Fund if further assistance is necessary to support residents and businesses that continue to be impacted by the COVID-19 pandemic.

While the City has already provided funding to the Food Bank for free food distribution programs, through Alaska Housing Finance Corporation for mortgage and rental assistance, direct funding through Relief and Recovery grants to local businesses and nonprofits, and a Shop Local program encouraging shopping at small businesses selling discretionary items, this program, administered through the Kenai Chamber of Commerce and Visitor Center directly benefits Kenai residents impacted by the Public Health Emergency double their money for groceries and necessary household goods.

Data from the Food Bank, City Water and Sewer Fund, and HEA indicate there is a need for this program in the community. While the primary effect is to help families and individuals, this program will have a secondary effect of helping local grocery retailers by encouraging shopping for groceries and necessary household items in Kenai. The program is designed to be open to all businesses in Kenai selling groceries that are agreeable to participating in a voucher program with the City and Chamber to enable residents flexibility in their preferred shopping. In order to ease administration of the program, receipts and vouchers will not be limited to specific

purchases, but instead the participating stores that sell the groceries and necessary household items.

Your consideration is appreciated.



Kenai Grocery and Necessary Household Goods Program

Budget: \$200,000

Purpose: To help Kenai residents financially impacted by the COVID-19 Public Health Emergency double their money for the purchase of groceries and necessary household goods

Dates: March 1 – April 30, 2021

Program Description: Kenai Residents who self-certify that they have been financially impacted by the COVID-19 Public Health Emergency will receive vouchers in increments of \$100, up to \$200, after providing receipts from stores selling groceries and necessary household goods. Vouchers will be issued on a first-come, first-serve basis, concluding on April 30, or when funds run out. Vouchers must be spent by May 31, 2021. Voucher's will be issued to a Kenai store selling groceries and necessary household items of the resident's choice that are participating in the program and located in Kenai.

Definitions:

- Stores Selling Grocery and Necessary Household Items include Kenai Walmart, Kenai Safeway, IGA, Three Bears, and Maggie's General Store. Financially Impacted by the COVID-19 Public Health Emergency means, a person has lost income, or experienced increased personal expenses due to impacts from the COVID-19 public Health Emergency.

Participant Rules:

- Individuals must submit up to 10 receipts totaling at least \$200 via an online form or bring them into the Kenai Chamber of Commerce and Visitor Center.
- Submitted receipts must be from a store selling grocery and necessary household items located within the Kenai City limits. The receipts must be accompanied by a self-certification form certifying that the individual submitting receipts has been financially impacted by the COVID-19 Public Health Emergency.
- Receipts must be readable. The date, name of the business, and the full total must be included. Receipts must be dated between March 1, 2021 and April 30, 2021.
- Online orders do not qualify for expenditures.
- After submitting receipts, individuals choose a participating store selling grocery and necessary household items they would like to receive up to two \$100 shopping voucher(s) from by selecting them from the available list. If there is any problem validating your receipts, you will be contacted by email and asked to clarify or submit additional receipts to reach the \$100 or \$200 increment.
- Vouchers will be mailed to the address provided within two – four business days of receiving the submitted form or receipts. Individuals may also choose to pick up their vouchers in person.

Participating Business Rules:

- Voucher merchants must be a store selling groceries and necessary household items located within the Kenai City limits.
- The business must have been in existence with a valid State of Alaska business license as of January 1, 2021.
- Must be current in sales tax registration with the Kenai Peninsula Borough and not be delinquent with the Kenai Peninsula Borough Tax Department.

Additional Details:

- Payments for vouchers submitted by participating businesses to the Kenai Chamber of Commerce and Visitors Center will be made weekly to participating businesses.
- New businesses will be able to sign up on to the program at any time, provided they meet the criteria.

CITY OF KENAI

**AGREEMENT BETWEEN OWNER AND SERVICE PROVIDER
FOR KENAI GROCERY AND Necessary household goods PROGRAM TO BENEFIT
KENAI RESIDENTS**

MADE AS OF THE _____ DAY OF _____ 2021.

BETWEEN the OWNER: CITY OF KENAI
210 Fidalgo Avenue
Kenai, Alaska 99611

AND the SERVICE PROVIDER: Kenai Chamber of Commerce and Visitor Center, Inc.
11471 Kenai Spur Highway
Kenai, AK 99611

FOR the PROJECT: Grocery and Necessary Household Goods Voucher Program

The Owner and Service Provider agree as set forth below.

ARTICLE 1

THE WORK

The Service Provider shall perform all the work described in the Grocery and Necessary Household Goods Program as Attachment "A" hereto, including but not limited to:

- 1. Basic Services, as described in the Program Description.

ARTICLE 2

TIME OF COMMENCEMENT AND COMPLETION

The Service Provider's performance of services required by this AGREEMENT shall commence on March 1, 2021 (date) and terminate on April 30, 2021.

ARTICLE 3

COMPENSATION

The Owner shall compensate the Service Provider for actual administrative as follows:

Administrative Costs not to exceed \$15,000 including up to \$10,000 to promote the program and up to \$5,000 for program administration and support.

And fund the program through the Service Provider for up to \$200,000

ARTICLE 4

ENUMERATION OF CONTRACT DOCUMENTS

The documents which are specifically incorporated into this AGREEMENT by reference and form the contract documents are listed below. Should any provision or requirement of one portion of the contract documents conflict with any other portion of the contract documents, unless otherwise provided herein, the conflict will be resolved by reference to the contract documents in the following order of priority:

- A. Any and all later modifications, Change Orders, and written interpretations of the Contract Documents issued by the Owner
- B. This AGREEMENT

Any other attachments to this AGREEMENT do not form a part of the AGREEMENT but are for reference or proof of compliance with the requirements of the AGREEMENT, except where the provisions of this AGREEMENT provide such attachments will be or are a part of the AGREEMENT.

These form the contract and what is required by any of the documents shall be as binding as if required by all. The intention of the contract documents is to require the furnishing of all labor, material, equipment, and other items necessary for the proper execution and completion of the program and to prescribe the terms and conditions of the contract and payment, so as to include work and materials which may be necessary to produce the intended results.

ARTICLE 5

INSURANCE

- A. Service Provider shall, at Service Provider's own expense, secure and maintain the following insurance:
 - i. comprehensive general liability insurance, including premises, all operations, property damage, personal injury and death, broad-form contractual coverage with a per occurrence limit of not less than \$1,000,000 combined single limit;
 - ii. worker's compensation insurance with coverage for all employees engaged in work under this Agreement as required by AS 23.30.045 (Service Provider is responsible for worker's compensation insurance for any subService Provider who directly or indirectly provides services under the Agreement); and,
 - iii. comprehensive automobile liability insurance covering all owned, hired, and non-owned vehicles with coverage limits not less than \$1,000,000 combined single limit per occurrence.

Where specific limits are stated, the limits are the minimum acceptable limits. If Service Provider's insurance policy contains higher limits, Owner is entitled to coverage to the extent of the higher limits.

- B. All insurance required by this Section shall meet the following additional requirements:
 - i. for comprehensive general liability and automobile liability insurance, name the City of Kenai as an additional insured;
 - ii. for worker's compensation insurance, general liability, and automobile liability insurance, where possible, include a waiver of subrogation so that the insurer waives all rights of subrogation against the City of Kenai for payments made under the policy;
 - iii. provide Owner with at least 30 days' notice before any termination, cancellation, or material change in insurance coverage is effective; and,

iv. be issued by a company/corporation currently rated "A-" or better by A.M. Best.

C. Service Provider shall submit to Owner proof of insurance coverage in the form of insurance policies, certificates, endorsements, or a combination thereof, and signed by a person authorized by the insurer to bind coverage on its behalf. The effective date of the insurance will be no later than the first day of the term of this Agreement.

D. The indemnification and insurance coverage requirements stated in this Section and in Section 6 below do not relieve Service Provider of any other obligation under this Agreement.

Owner may increase the amount or revise the type of required insurance upon written demand without requiring amendments to this Agreement. Owner will base any increase or revision upon reasonable and justifiable grounds. Within two weeks of the written demand, Service Provider shall submit to Owner evidence of insurance coverage that meets the requirements of Owner.

ARTICLE 6

Indemnity, Defend, and Hold Harmless

Service Provider shall indemnify, defend, and hold harmless Owner and its agents, employees, and/or insurers from claim, loss, damage, liability, including injury and death or expense in any way related to any act or omission of Service Provider or Service Provider's employees, agents, or invitees arising out of Service Provider's performance of services under this Agreement, except to the extent any negligence of Owner or its employees or agents is a proximate cause of any injury or damage. If a third party asserts a claim against Service Provider and Owner, Service Provider and Owner shall seek in good faith to achieve Agreement to an apportionment of fault as between them without an independent of litigation. This provision shall survive expiration or termination of this Agreement.

ARTICLE 7

All legal notices relating to this contract, including change of address, shall be mailed to the Owner and the Service Provider at the following addresses:

OWNER

City of Kenai
210 Fidalgo Ave
Kenai, Alaska 99611

SERVICE PROVIDER

Kenai Chamber of Commerce
and Visitor Center, Inc.
11471 Kenai Spur Highway
Kenai, Alaska 99611

ARTICLE 8

EXTENT OF AGREEMENT

This AGREEMENT represents the entire and integrated AGREEMENT between the Owner and the Service Provider, and supersedes all prior, inconsistent negotiations, representations, or AGREEMENTS, either written or oral. This AGREEMENT may be amended only by written instrument signed by both Owner and Service Provider.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in their respective names by their duly authorized representatives as of the date and year above written.

ARTICLE 9

ATTACHMENTS

In the event there is any difference between an attachment to the original of this AGREEMENT on file with the City of Kenai and any attachment to a duplicate original of the AGREEMENT, the attachments to the original filed with the City shall control.

ARTICLE 10

JURISDICTION: CHOICE OF LAW

This contract shall be governed by the laws of the State of Alaska, and any lawsuit brought thereon shall be filed in the Third Judicial District at Kenai, Alaska.

OWNER and SERVICE PROVIDER each binds themselves, their partners, successors, assigns and legal representatives in respect to all covenants, AGREEMENTs and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in their respective names or by their duly authorized representatives as of the date and year above written.

OWNER:
CITY OF KENAI

SERVICE PROVIDER:

By: _____
Paul Ostrander
City Manager

By: _____
Name: _____
Title: _____

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on

THIS IS TO CERTIFY that on

this ____ day of _____, 2021.

this ____ day of _____, 2021.

Paul Ostrander, City Manager,
City of Kenai, Alaska, being personally known to
me or having produced satisfactory evidence of
identification, appeared before me and
acknowledged the voluntary and authorized
execution of the foregoing instrument on behalf
of said City.

_____,(title)
_____of
_____ being personally
known to me or having produced satisfactory
evidence of identification, appeared before me
and acknowledged the voluntary and authorized
execution of the foregoing instrument on behalf
of said corporation.

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

Approved by Legal: _____
Approved by Finance: _____



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

GROCERY AND NECESSARY HOUSEHOLD GOODS VOUCHER PROGRAM

Name: _____

Physical Address: _____

City: Kenai State: AK Zip: 99611

Optional Mailing Address: _____

If you would like vouchers mailed to you

City: _____ State: AK Zip: _____

Phone: _____ Email: _____

Optional

Optional

Have your personal finances been impacted by the COVID-19 public health emergency?

Yes No

(Impacts could include, but are not limited to, loss of income from wages, loss of work or increased household expenses (purchases of personal protective equipment, at home school supplies, etc.)

Signature

Date



MEMORANDUM

TO: Mayor Gabriel and Council Members
THROUGH: Paul Ostrander, City Manager
FROM: Terry Eubank, Finance Director
DATE: January 25, 2020
SUBJECT: Quarterly Financial Report

Attached is a relatively easily produced quarterly financial report for the General Fund, Personal Use Fishery Fund, Airport Fund, Water/Sewer Fund, and Senior Fund as of December 31, 2020.

This report is essentially on a cash basis, so there are accounts that may not look reasonable. In the General Fund for example, sales and property tax revenue only includes payments made to the City by the Borough through November. The fourth calendar quarter 2020 sales tax filings and tax payments are not in at this point and we will not be received for this quarter until the end of January or early February.

State and Federal revenues are below budget in all funds because of PERS aid. The State doesn't actually give us any money. Instead they make an 'on-behalf' payment to the pension system. Similarly, we have not booked expenditures for the PERS the State is covering, so the Non-Departmental department is way under budget. At year-end we will record revenue and expenditures for these items.

**Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2020**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
REVENUES						
Appropriation of Fund Balance	\$ -	\$ 1,630,773	\$ 3,467,483	\$ -	\$ (3,467,483)	0.00%
Taxes	11,646,400	11,094,097	11,094,097	6,673,884	(4,420,213)	60.16%
Licenses/Permits and Ambulance	687,247	671,000	671,000	364,881	(306,119)	54.38%
State/Federal	1,008,704	918,385	986,328	213,089	(773,239)	21.60%
Dock/Multipurpose/Miscellaneous	143,254	143,500	143,500	68,567	(74,933)	47.78%
Fines and Forfeitures	73,774	87,500	105,147	69,064	(36,083)	65.68%
Interest and Miscellaneous	857,550	496,411	505,175	391,710	(113,465)	77.54%
Transfers/Central Admin Fees	1,783,239	1,870,623	1,870,623	932,943	(937,680)	49.87%
Total Revenues	<u>16,200,168</u>	<u>16,912,289</u>	<u>18,843,353</u>	<u>8,714,138</u>	<u>(10,129,215)</u>	<u>46.25%</u>
EXPENDITURES & TRANSFERS						
General Government						
01 City Clerk	\$ 270,870	\$ 306,417	\$ 306,417	\$ 143,298	\$ 163,119	53.23%
11 Legislative	149,184	163,614	163,614	62,736	100,878	61.66%
12 Legal	316,915	351,880	351,880	158,175	193,705	55.05%
13 City Manager	357,534	442,081	443,881	177,761	266,120	59.95%
14 Human Resources	167,185	177,224	180,723	88,130	92,593	51.23%
15 Finance	694,039	759,848	809,848	362,941	446,907	55.18%
16 Land Administration	7,006	14,713	14,713	1,361	13,352	90.75%
18 Non-Departmental	917,287	1,256,466	1,245,430	548,377	697,053	55.97%
19 Planning and Zoning	208,515	230,646	230,646	87,000	143,646	62.28%
20 Safety	790	19,150	19,150	230	18,920	98.80%
Total General Government	<u>3,089,325</u>	<u>3,722,038</u>	<u>3,766,301</u>	<u>1,630,009</u>	<u>2,136,292</u>	<u>56.72%</u>
Public Safety						
21 Police	2,187,246	3,400,122	3,402,257	205,198	3,197,059	93.97%
22 Fire	2,272,757	3,259,311	3,294,885	223,829	3,071,056	93.21%
23 Communications	576,433	886,835	886,835	42,963	843,872	95.16%
29 Animal Control	403,794	445,097	445,097	218,582	226,515	50.89%
Total Public Safety	<u>5,440,230</u>	<u>7,991,365</u>	<u>8,029,074</u>	<u>690,572</u>	<u>7,338,502</u>	<u>91.40%</u>
Public Works						
31 Public Works Administration	163,211	196,456	198,177	89,575	108,602	54.80%
32 Shop	608,981	646,827	646,827	261,420	385,407	59.58%
33 Streets	948,981	1,068,845	1,068,845	346,748	722,097	67.56%
34 Buildings	358,511	407,277	407,277	166,282	240,995	59.17%
35 Street Lighting	177,965	192,183	192,183	63,921	128,262	66.74%
60 Dock	50,843	62,232	62,232	12,291	49,941	80.25%
Total Public Works	<u>2,308,492</u>	<u>2,573,820</u>	<u>2,575,541</u>	<u>940,237</u>	<u>1,635,304</u>	<u>63.49%</u>
Parks and Recreation & Culture						
03 Visitor Center	165,169	133,981	144,991	65,732	79,259	54.66%
40 Library	805,319	863,016	873,724	396,311	477,413	54.64%
45 Parks, Recreation & Beautification	1,057,415	1,117,100	1,151,354	504,743	646,611	56.16%
Total Parks and Recreation & Culture	<u>2,027,903</u>	<u>2,114,097</u>	<u>2,170,069</u>	<u>966,786</u>	<u>1,203,283</u>	<u>55.45%</u>
Total Operating Expenditures	<u>12,865,950</u>	<u>16,401,320</u>	<u>16,540,985</u>	<u>4,227,604</u>	<u>12,313,381</u>	<u>74.44%</u>
Transfer to other funds						
Street Improvement Capital Project Fund	200,000	-	1,116,560	1,116,560	-	0.00%
Kenai Recreation Center Capital Project Fund	100,000	-	60,000	60,000	-	0.00%
Trail Construction Capital Project Fund	37,800	-	-	-	-	-
Public Safety Building Capital Proj. Fund	12,218	-	-	-	-	-
Public Safety Capital Project Fund	-	-	9,269	9,269	-	0.00%
Kenai Multipurpose Facility Capital Proj. Fund	-	152,259	152,259	152,259	-	0.00%
Library Improvement Capital Proj. Fund	50,000	-	58,000	58,000	-	0.00%
Visitor Center Improvement Capital Proj. Fund	-	-	182,000	182,000	-	0.00%
Information Technology Capital Proj. Fund	-	-	35,000	35,000	-	0.00%
City Hall Improvement Capital Proj. Fund	-	-	210,000	210,000	-	0.00%
Kenai Fine Arts Center Imp. Cap. Proj. Fund	-	-	120,000	120,000	-	0.00%
Senior Citizen Special Revenue Fund	253,999	217,192	217,762	109,166	108,596	49.87%
Debt Service	139,853	141,518	141,518	105,400	36,118	25.52%
Total Transfer to other funds	<u>793,870</u>	<u>510,969</u>	<u>2,302,368</u>	<u>2,157,654</u>	<u>144,714</u>	<u>6.29%</u>
Total Expenditures & Transfers	<u>13,659,820</u>	<u>16,912,289</u>	<u>18,843,353</u>	<u>6,385,258</u>	<u>12,458,095</u>	<u>66.11%</u>
Net Revenues over(under) Expenditures	<u>\$ 2,540,348</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,328,880</u>	<u>\$ 2,328,880</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2020**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 64,973	\$ 65,515	\$ -	\$ (65,515)	-100.00%
Beach Parking	144,331	146,460	146,460	175,980	29,520	20.16%
Beach Camping	149,788	164,900	164,900	214,248	49,348	29.93%
Dock Launch & Park	105,275	106,000	106,000	115,543	9,543	9.00%
Dock Parking Only	11,736	12,000	12,000	13,377	1,377	11.48%
Participant Drop-off Fee	4,698	6,715	6,715	4,792	(1,923)	-28.64%
Interest Earnings	8,836	750	750	-	(750)	-100.00%
PERS Grant	3,355	5,688	5,688	-	(5,688)	-100.00%
Credit Card Fees	(4,306)	(4,000)	(4,000)	(12,657)	(8,657)	216.43%
Transfer from CP Funds	-	-	-	2,215	2,215	N/A
Total Revenue	<u>423,713</u>	<u>503,486</u>	<u>504,028</u>	<u>513,498</u>	<u>9,470</u>	<u>1.88%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Public Safety	\$ 81,775	\$ 81,211	\$ 81,334	\$ 48,859	\$ 32,475	39.93%
Streets	30,743	50,389	50,449	30,034	20,415	40.47%
Boating Facility	52,494	90,850	90,965	80,804	10,161	11.17%
Parks, Recreation & Beautification	206,172	207,152	242,515	143,473	99,042	40.84%
Total Operating Expenditures	<u>371,184</u>	<u>429,602</u>	<u>465,263</u>	<u>303,170</u>	<u>162,093</u>	<u>34.84%</u>
Transfers to Other Funds - General Fund	50,000	50,000	50,000	50,000	-	0.00%
Total Expenditures & Transfers	<u>421,184</u>	<u>479,602</u>	<u>515,263</u>	<u>353,170</u>	<u>162,093</u>	<u>31.46%</u>
Net Revenues over Expenditures	<u>\$ 2,529</u>	<u>\$ 23,884</u>	<u>\$ (11,235)</u>	<u>\$ 160,328</u>	<u>\$ (152,623)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2020**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 41,945	\$ 801,820	\$ 883,569	\$ 81,749	0.00%
State/Federal	833,516	55,254	913,014	474,725	(438,289)	52.00%
Interest , Leases & Fees	725,424	702,009	702,009	509,097	(192,912)	72.52%
Terminal Revenues	796,773	624,051	624,051	290,373	(333,678)	46.53%
Landing Fees	337,097	300,874	300,874	102,626	(198,248)	34.11%
Transfers In	928,251	955,050	955,050	105,651	(849,399)	11.06%
Total Revenues	<u>3,621,061</u>	<u>2,679,183</u>	<u>4,296,818</u>	<u>2,366,041</u>	<u>(1,930,777)</u>	<u>55.06%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Terminal Area	\$ 565,649	\$ 666,607	\$ 666,607	\$ 256,656	\$ 409,951	61.50%
Airfield	1,734,690	1,874,687	1,877,835	852,355	1,025,480	54.61%
Administration	299,666	358,462	1,186,739	154,857	1,031,882	86.95%
Other Buildings & Areas	186,740	174,462	200,797	62,778	138,019	68.74%
Training Facility	26,551	38,475	38,475	6,334	32,141	83.54%
Total Expenditures	<u>2,813,296</u>	<u>3,112,693</u>	<u>3,970,453</u>	<u>1,332,980</u>	<u>2,637,473</u>	<u>66.43%</u>
Transfer to other funds						
Airport Improvement Capital Projects	<u>799,875</u>	<u>-</u>	<u>1,033,061</u>	<u>1,033,061</u>	<u>-</u>	<u>0.00%</u>
Total Transfer to other funds	<u>799,875</u>	<u>-</u>	<u>1,033,061</u>	<u>1,033,061</u>	<u>-</u>	<u>0.00%</u>
Total Expenditures & Transfers	<u>3,613,171</u>	<u>3,112,693</u>	<u>5,003,514</u>	<u>2,366,041</u>	<u>2,637,473</u>	<u>52.71%</u>
Net Revenues over Expenditures	<u>\$ 7,890</u>	<u>\$ (433,510)</u>	<u>\$ (706,696)</u>	<u>\$ -</u>	<u>\$ 706,696</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2020**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 447,404	\$ 694,175	\$ 457,817	\$ (236,358)	65.95%
State/Federal	40,373	55,288	55,288	-	(55,288)	0.00%
Water/Sewer Fees	2,918,937	2,955,467	2,955,467	1,486,914	(1,468,553)	50.31%
Penalty and Interest	31,873	41,600	41,600	-	(41,600)	0.00%
Interest and Miscellaneous	143,799	15,480	15,480	1,895	(13,585)	12.24%
Transfer from CP Funds	-	-	-	23,496	23,496	N/A
Total Revenues	<u>3,134,982</u>	<u>3,515,239</u>	<u>3,762,010</u>	<u>1,970,122</u>	<u>(1,791,888)</u>	<u>52.37%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Water	\$ 777,623	\$ 901,915	\$ 901,915	\$ 362,394	\$ 539,521	59.82%
Sewer	380,979	508,804	508,804	182,062	326,742	64.22%
Wastewater Treatment Plant	<u>1,073,772</u>	<u>1,221,943</u>	<u>1,221,943</u>	<u>454,793</u>	<u>767,150</u>	<u>62.78%</u>
Total Expenditures	<u>2,232,374</u>	<u>2,632,662</u>	<u>2,632,662</u>	<u>999,249</u>	<u>1,633,413</u>	<u>62.04%</u>
Transfer to other funds -						
Water & Sewer Capital Projects	-	882,577	970,873	970,873	-	-
Total Transfer to other funds	-	882,577	970,873	970,873	-	-
Total Expenditures & Transfers	<u>2,232,374</u>	<u>3,515,239</u>	<u>3,603,535</u>	<u>1,970,122</u>	<u>1,633,413</u>	<u>45.33%</u>
Net Revenues over Expenditures	<u>\$ 902,608</u>	<u>\$ -</u>	<u>\$ 158,475</u>	<u>\$ -</u>	<u>\$ (158,475)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended December 31, 2020**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 65,799	\$ 22,785	\$ -	\$ (22,785)	0.00%
State Grants	246,012	212,504	245,004	87,427	(157,577)	35.68%
USDA Grant	20,471	20,000	20,000	5,374	(14,626)	26.87%
Choice Waiver	117,208	125,000	125,000	60,015	(64,985)	48.01%
KPB Grant	126,207	126,207	169,221	224,148	54,927	132.46%
Rents & Leases	9,811	13,000	13,000	310	(12,690)	2.38%
Miscellaneous Donations	34,198	28,500	28,500	6,923	(21,577)	24.29%
Donations - Senior Connection	50,430	50,000	50,000	-	(50,000)	0.00%
Meal Donations	56,243	72,500	72,500	20,433	(52,067)	28.18%
Ride Donations	2,570	4,000	4,000	-	(4,000)	0.00%
Transfer from General Fund - Operations	242,829	203,092	203,662	109,166	(94,496)	53.60%
Transfer from General Fund - Capital	11,170	14,100	14,100	-	(14,100)	0.00%
Other	97	300	300	6	(294)	2.00%
Total Revenues	<u>917,246</u>	<u>935,002</u>	<u>968,072</u>	<u>513,802</u>	<u>(454,270)</u>	<u>53.07%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Senior Citizen Access	\$ 171,710	\$ 180,075	\$ 180,204	\$ 69,211	\$ 110,993	61.59%
Congregate Meals	248,997	262,518	262,673	108,852	153,821	58.56%
Home Meals	236,221	230,951	263,586	113,673	149,913	56.87%
Senior Transportation	101,065	100,417	100,488	36,718	63,770	63.46%
Choice Waiver	145,816	161,041	161,121	64,562	96,559	59.93%
Total Expenditures	<u>903,809</u>	<u>935,002</u>	<u>968,072</u>	<u>393,016</u>	<u>575,056</u>	<u>59.40%</u>
Transfer to other funds -	-	-	-	-	-	-
Total Transfer to other funds	-	-	-	-	-	-
Total Expenditures & Transfers	<u>903,809</u>	<u>935,002</u>	<u>968,072</u>	<u>393,016</u>	<u>575,056</u>	<u>59.40%</u>
Net Revenues over Expenditures	<u>\$ 13,437</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,786</u>	<u>\$ 120,786</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank

DATE: January 22, 2021

SUBJECT: **December 31, 2020 Quarterly Investment Report**

City of Kenai Investment Portfolio

At December 31, 2020 the City had investments with a market value of \$28,310,031. That is up from \$25,575,438 at September 30, 2020. The infusion of FY2021 property taxes resulted in an increase in the portfolio. The City’s portfolio is yielding 0.90% that is down from 1.12% at September 30, 2020. There has been no change in the Federal Reserve Rate since September 30, 2020. Securities with higher yields are maturing and being replaced with lower yielding securities. The result is a decrease in the portfolios rate of return.

City’s Investment Portfolio

US Agency Securities	\$ 2,901,210
AML Investment Pool	7,317,977
Wells Fargo Money Market	7,738,027
FDIC Insured Certificates of Deposit	10,158,595
Bank Balance	<u>194,222</u>
Total	<u>\$28,310,031</u>

Permanent Fund Investments

The fourth quarter 2020 saw continued recovery in the equity markets from the steep declines caused by the COVID-19 public health emergency and the virtual shutdown of the world’s economies. Significant volatility continues as the economy works to recover and get Americans back to work. Returns for the fourth quarter of 2020 were an amazing 9.38%. Since inception the portfolio has returned 8.44%. As of December 31, 2020 the portfolio value was \$33,562,115, comprised of \$28,632,059 (85.31%) Airport Land Sale Permanent Fund, \$3,643,755 (10.86%) General Land Sale Permanent Fund monies, \$178,171 (0.53%) Kenai Community Foundation holdings, and \$1,108,130 (3.30%) Kenai Senior Connection holdings.

With the Airport Land Sale Permanent Fund’s year ending balance of \$28,632,059, the current spending policy is designed to acknowledge the goal of preserving purchasing power (inflation proofing) while allowing for annual transfers to support the Kenai Municipal Airport by adjusting the spending rate based upon the level of principal preservation (3.8% - 4.2%). At 2020 calendar

year end, the 5 year-average market value of the portfolio (\$25,524,254) was below the inflation adjusted principal (\$26,531,145), thus the allowable transfer is limited to the lower bound of the spending rate (3.8%). The 2020 allowable transfer based upon this calculation is \$969,922. The FY2021 budgeted transfer amount was \$955,050 requiring a supplemental appropriation to maximize this year's distribution. An Ordinance providing for the supplemental appropriation is included in this Council packet for your consideration.

With the General Land Sale Permanent Fund's year ending balance of \$3,643,755, the current spending policy is designed to allow for annual transfers to the General Fund, while acknowledging the constraint on spending inflation adjusted principal (KMC Section 5-11). To increase the likelihood of annual distributions, spending is limited to 4% annually and excess earnings are reserved to supplement spending when portfolio earnings are less than the 4% limit in any given year. In 2020, portfolio earnings exceeded the 4% spending limit after accounting for inflation, thus the 2020 annual transfer is limited to \$145,750 (4% of the Fund's value) and all other earnings will be credited to the reserve. After accounting for the allowable transfer, the earnings reserve at calendar year end was \$546,312K. The FY2021 budgeted transfer amount was \$139,523 requiring a supplemental appropriation to maximize this year's distribution. An Ordinance providing for the supplemental appropriation is included in this Council packet for your consideration.

A reserve balance of \$546.312 is equal to approximately 3.74 years of future distributions based upon the 2020 calendar year end market value. A decline in the Fund's market value of approximately 14% would eliminate the existing reserve. The strategy was designed to increase the reserve over time to increase distribution stability given market volatility.

The administration is recommending a change in the portfolio's asset allocation for 2021. Resolution 2021-05 is up for action at tonight's Council meeting. A change is being recommended to increase the allocation to equities, stocks of publicly traded companies, from 50% to 60% of the portfolio with a corresponding decrease in the fixed income, bonds, portion of the portfolio from 40% to 30% of the portfolio total. The sharp reduction in short-term interest rates that occurred by the Federal Reserve Board in response to the COVID-19 pandemic coupled with the projection for continued low rates for the foreseeable future resulted in a reduction in the portfolio's expected long-term rate of return from 5.9% a year ago to 5.3% moving forward. 5.3% is below the income level needed to provide the established 4% average draw from the permanent funds and provide inflation proofing of the fund's corpus. Long-term annual projections of inflation are 2.0%.

The recommendation to increase the portfolio's equity allocation and decreasing the fixed income allocation will provide a projected annual rate of return of 6.0% providing the return necessary to provide for a 4% annual draw and 2% for inflation proofing of the fund's corpus. As with any investment, in order to increase the expected rate of return the investor must assume additional risk. The 2020 asset allocation is projected to provide returns between -12.3% and 23.7% annually over the next ten-years with an average rate of return of 5.3%. The recommended asset allocation is projected to provide returns between -14.9% and 28.0% annually over the next ten-years with an average rate of return of 6.0%.

Other options were discussed including the addition of high yield bonds of United States Corporations. High yield bonds have a credit rating below investment grade, below BBB. Also



considered was inclusion of high yield bonds of United State Corporations and an asset class know as Alt Beta. Alt Beta funds are relatively new investments that attempt to replicate the risk and return characteristics of hedge fund strategies by following a systematic investment process.

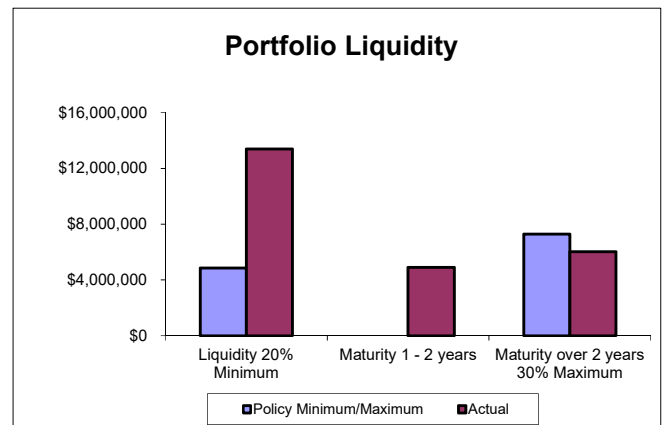
Both of these options produced projected returns equivalent the recommended allocation at slightly lower risks. The Administration will continue to analyze these other options and may recommend incorporation of one or both in coming years but feels more comfortable with the recommended allocation for the current year.



CITY OF KENAI
INVESTMENT PORTFOLIO SUMMARY
December 31, 2020

	December 31, 2020	
	Fair Market Value	Current Yield
Cash & Cash Equivalents		
Wells Fargo Checking	\$ 194,222	0.01%
Wells Fargo Secured Money Market	7,738,027	0.01%
FDIC Insured Certificates of Deposit	10,158,595	2.13%
Alaska Municipal League Investment Pool	<u>7,317,977</u>	<u>0.01%</u>
Total Cash & Cash Equivalents	25,408,821	0.86%
		Average Yield
Government Securities		
Maturities Less than 1 Year	502,140	3.88%
Maturities 1 to 2 Years	-	0.00%
Maturities Greater than 2 Years	<u>2,399,070</u>	0.65%
Total Government Securities	<u>2,901,210</u>	<u>1.21%</u>
Total Portfolio	<u>\$ 28,310,031</u>	<u>0.90%</u>

Investment Portfolio - Purchase Price	\$ 28,300,279
Investment Portfolio - Fair Value 12/31/20	<u>28,310,031</u>
Fair Value Adjustment - 06/30/20	9,752
Fair Value Adjustment thru - 12/31/2020	<u>271,858</u>
Cummulative Change in Fair Value	<u>\$ 281,610</u>

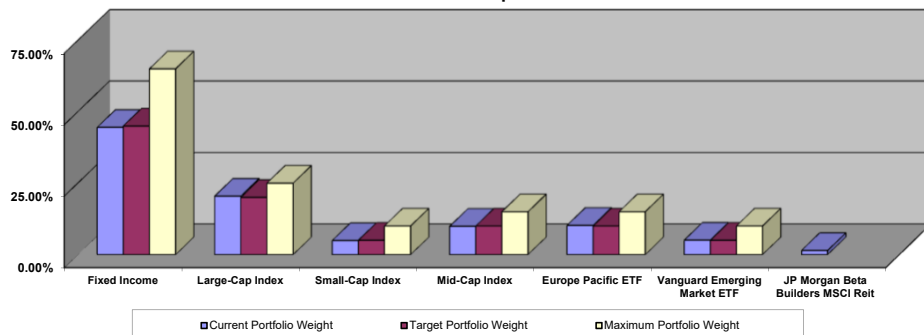


CITY OF KENAI
INVESTMENTS
12/31/2020

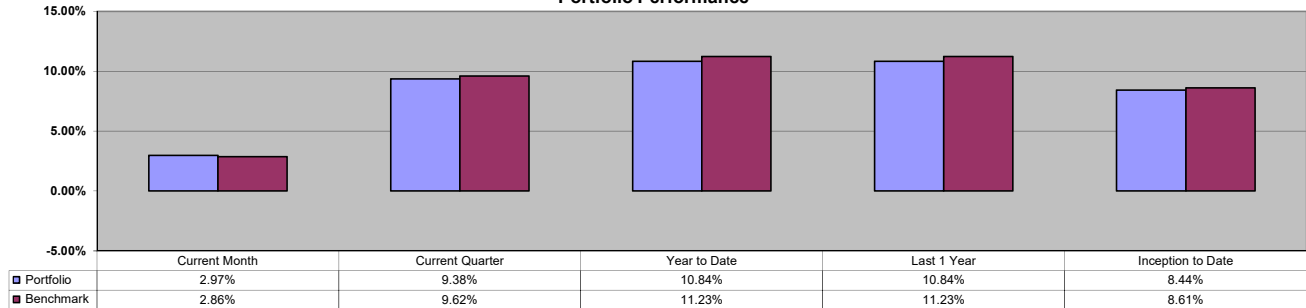
SECURITY	Bullet	Expected Call or Maturity	CUSIP	original cost	Current year cost or		Unrealized Gain or Loss	Accrued Interest	EFFECT. RATE	DATE PURCH.	DATE DUE
					06/30/20 Market Value	12/31/20 Market Value					
TVA 3.875 2/15/21	Bullet		880591EL2	555,678	511,330.00	502,140.00	(9,190.00)	7,319.44	3.875	10/12/2016	2/15/2021
FHMS K053 A1	Bullet		3137BN6F6	599,762	599,761.80	598,794.07	(967.73)	1,212.56	0.383	11/27/2020	2/25/2025
FN AN3349	Bullet		3138LFWK0	299,202	299,202.40	299,054.38	(148.02)	486.15	0.589	11/20/2020	10/1/2023
FN Am4716	Bullet		3138L5G20	644,282	644,281.66	646,622.10	2,340.44	1,746.19	0.787	11/20/2020	10/1/2023
FN Am47124	Bullet		3138L74J2	857,957	857,956.81	854,599.85	(3,356.96)	2,038.62	0.759	11/20/2020	10/1/2023
TOTAL				2,956,880.38	2,912,532.67	2,901,210.40	(11,322.27)	12,802.96	1.279		
FDIC Insured CD's		CD - 12/31/10								#REF!	
2.45 GMATBK 5/3/21			57803 02007GJR5	245,082	249,797.10	247,013.90	(2,783.20)	986.71	2.450	5/7/2019	5/3/2021
3.55 AXP 12/4/23			27471 02589AA28	249,998	271,462.45	269,115.35	(2,347.10)	665.38	3.160	1/2/2019	12/4/2023
1.50 AMERPL 4/26/21			58469 02905LBK0	245,000	247,731.75	246,149.05	(1,582.70)	80.55	1.500	1/24/2020	4/26/2021
2.45 BWW 5/10/22			35141 05580ARK2	245,000	255,250.80	252,920.85	(2,329.95)	855.15	2.450	5/10/2019	5/10/2022
1.75 SECSB 12/18/24			8941 062163BN9	245,000	257,833.10	259,075.25	1,242.15	164.45	1.750	12/18/2019	12/18/2024
0.20 HAPOAL 11/27/22			33686 06251A2M1	249,000	249,000.00	249,483.06	483.06	61.40	0.200	11/17/2020	11/17/2022
3.10 BANK MIDWEST CD 9/15/23			5170 063615BM9	245,000	266,555.10	264,502.00	(2,053.10)	2,205.67	3.100	9/17/2018	9/15/2023
2.45 SONHBT 5/23/22			24540 06426KB83	245,000	255,397.80	253,126.65	(2,271.15)	148.01	2.450	5/23/2019	5/23/2022
2.30 BACR 10/18/22			57203 06740KLD7	245,000	256,551.75	254,724.05	(1,827.70)	1,157.88	2.300	10/18/2017	10/18/2022
1.60 BRKL 2/12/21			17798 11373QHS0	245,000	247,229.50	245,453.25	(1,776.25)	204.05	1.600	12/13/2019	2/12/2021
2.4 COF 4/19/22			33954 140420E9	247,000	256,788.61	254,491.51	(2,297.10)	1,201.84	2.400	4/19/2017	4/19/2022
2.4 COF 8/30/22			4297 14042RHS3	245,000	256,512.55	254,430.05	(2,082.50)	1,949.26	2.400	8/28/2017	8/30/2022
3.15 CFBANK 9/18/23			28263 15721UCQ0	245,000	266,898.10	264,837.65	(2,060.45)	296.01	3.150	9/18/2018	9/18/2023
3.30 C 9/7/23			7213 17312QSS4	245,000	267,909.95	265,589.80	(2,320.15)	2,569.48	3.300	9/7/2018	9/7/2023
1.75 CNBMIL 12/9/24			3814 17801GBW8	245,000	257,823.30	259,014.00	1,190.70	270.17	1.750	12/9/2019	12/9/2024
1.55 CONTUT 3/29/21			57571 211163JT8	245,000	247,579.85	245,899.15	(1,680.70)	1,623.04	1.550	1/29/2020	3/29/2021
1.65 NCBKPA 3/29/21			34444 23204HHX9	245,000	247,773.40	245,970.20	(1,803.20)	55.38	1.650	12/27/2019	3/29/2021
2.55 CMS 1/18/22			57293 29278TAK6	245,000	253,947.40	251,404.30	(2,543.10)	273.86	2.550	2/16/2018	1/18/2022
1.65 ESSA 7/29/21			28262 29667RSB0	245,000	248,924.90	247,290.75	(1,634.15)	1,727.75	1.650	1/29/2020	7/29/2021
1.70 FNLC 7/30/21			4256 32117BDW5	245,000	249,069.45	247,374.05	(1,695.40)	353.74	1.700	1/30/2020	7/30/2021
3.10 SRCE 10/21/22			9087 33646CKJ2	245,000	261,108.75	258,286.35	(2,822.40)	2,122.44	3.100	9/21/2018	10/21/2022
2.35 GS 8/30/22			33124 38148PNS2	245,000	256,247.95	254,226.70	(2,021.25)	1,908.65	2.350	8/28/2017	8/30/2022
1.85 LIVOAK 12/11/24			58665 538036HF4	245,000	258,901.30	259,989.10	1,087.80	384.95	1.850	12/11/2019	12/11/2024
1.65 MEDBNK 12/6/21			57449 58404DFV8	247,000	252,182.06	250,680.30	(1,501.76)	290.31	1.650	12/6/2019	12/6/2021
2.60 MS 2/15/22			32992 61747MK83	245,000	254,574.60	252,007.00	(2,567.60)	2,425.84	2.600	2/15/2018	2/15/2022
1.75 MS 12/6/21			34221 61760A3R8	247,000	252,564.91	250,922.36	(1,642.55)	319.75	1.750	12/5/2019	12/6/2021
2.05 NTLNYC 8/30/22			18734 634116CM7	245,000	254,633.40	253,023.75	(1,609.65)	27.52	2.050	10/30/2017	8/30/2022
3.40 NCBSVG 12/21/23			32612 635573AL2	247,234	270,499.60	268,382.80	(2,116.80)	251.04	3.220	1/2/2019	12/21/2023
0.30 NYCB 11/9/23			16022 649447UE7	249,000	249,000.00	249,888.93	888.93	108.47	0.300	11/9/2020	11/9/2023
2.15 NRTHFL 10/25/22			28710 66612ABX5	245,000	255,784.90	254,155.65	(1,629.25)	981.34	2.150	10/30/2017	8/30/2022
1.70 RCKCAN 12/20/23			33542 77183VAD0	245,000	256,078.90	256,005.40	(73.50)	136.93	1.700	12/20/2019	12/20/2023
1.60 SAFR 1/4/21			26876 78658RBF7	245,000	246,884.05	245,041.65	(1,842.40)	299.89	1.600	12/4/2019	1/4/2021
2.80 SALLMA 4/17/24			58177 7954502H7	245,000	266,863.80	265,758.85	(1,104.95)	1,428.38	2.590	5/7/2019	4/17/2024
1.65 SOME 4/30/21			11112 835104BX7	245,000	248,072.30	246,310.75	(1,761.55)	1,716.68	1.650	1/30/2020	4/30/2021
2.75 SBIIN 02/16/23			33682 856285HZ7	245,000	260,817.20	258,744.50	(2,072.70)	2,547.33	2.750	2/16/2018	2/16/2023
1.65 SNV 12/9/21			873 87164DPS3	245,000	250,196.45	248,692.15	(1,504.30)	254.73	1.650	12/9/2019	12/9/2021
2.35 SYF 10/20/22			27314 87164WTC2	245,000	256,858.00	254,973.95	(1,884.05)	1,148.35	2.350	10/20/2017	10/22/2022
2.15 EVER 10/28/22			34775 87227LAV5	245,000	255,870.65	254,238.95	(1,631.70)	909.18	2.150	10/30/2017	10/28/2022
3.00 THFDSL 10/27/21			30012 884130BT4	245,000	251,090.70	249,047.40	(2,043.30)	908.18	2.050	10/27/2017	10/27/2021
2.00 TOWN 9/27/21			35095 89214PCA5	245,000	253,621.55	250,353.25	(3,268.30)	1,953.29	3.000	9/26/2018	9/27/2021
TOTAL FDIC Insured CD's				9,821,314.22	10,221,887.93	10,158,594.66	(63,293.27)	36,973.03	2.131		
WELLS MONEY MKT					7,738,027.09	7,738,027.09		99.01	0.010		
AML POOL - City ACCT		Agreed to Amlip			7,317,977.33	7,317,977.33		64.35	0.010		
		Agreed to GL			27,834,199.02	28,190,425.02	28,115,809.48	(74,615.54)	49,939.35		
WF Cash		Agreed to WF			194,222.39	194,222.39	194,222.39	-	-	0.010	
TOTAL				28,028,421.41	28,384,647.41	28,310,031.87	(74,615.54)	49,939.35			
TOTAL CURRENT YIELD			MONTHS			281,610.46			0.9012%		
Maturity over 2 years 30% Maximum		Max/Min	Return	Actual	Difference						600000
Liquidity 20% Minimum		8,493,009.56	1.6437%	5,539,974	2,953,035.53	OK					
Maturity 1 - 2 years		5,662,006.37	0.4343%	19,468,048	(13,806,041.71)	OK					
			2.4084%	3,302,010							
			0.9012%	28,310,032							

	Fair Market Value					Current or Average Yield	Current Portfolio Weight	Target Weight	Portfolio Maximum
	31-Dec-19	31-Mar-20	30-Jun-20	30-Sep-20	31-Dec-20				
Fixed Income									
Cash & Cash Equivalents	<u>1,687,069</u>	<u>1,643,681</u>	<u>1,686,563</u>	<u>1,675,498</u>	<u>2,070,212</u>	0.01%	5.46%		
Total Cash & Cash Equivalents	<u>1,687,069</u>	<u>1,643,681</u>	<u>1,686,563</u>	<u>1,675,498</u>	<u>2,070,212</u>				
Government & Corporate Securities									
Government Securities	<u>9,439,519</u>	<u>9,104,954</u>	<u>8,908,043</u>	<u>9,029,809</u>	<u>9,059,561</u>	0.91%	29.43%		
Corporate Securities	<u>2,026,809</u>	<u>2,644,059</u>	<u>2,951,572</u>	<u>2,954,951</u>	<u>3,008,315</u>	<u>1.37%</u>	<u>9.63%</u>		
Total Government & Corporate Securities	<u>11,466,328</u>	<u>11,749,013</u>	<u>11,859,615</u>	<u>11,984,760</u>	<u>12,067,876</u>	<u>1.10%</u>	<u>39.06%</u>		
Total Fixed Income	<u>13,153,397</u>	<u>13,392,694</u>	<u>13,546,178</u>	<u>13,660,258</u>	<u>14,138,088</u>	1.06%	44.52%	45.00%	65.00%
Equities									
Domestic Equities									
Large-Cap Index	<u>6,005,088</u>	<u>5,188,021</u>	<u>6,216,950</u>	<u>6,277,450</u>	<u>7,044,122</u>		20.46%	20.00%	25.00%
Small-Cap Index	<u>1,557,514</u>	<u>1,179,713</u>	<u>1,428,285</u>	<u>1,504,959</u>	<u>1,969,325</u>		4.90%	5.00%	10.00%
Mid-Cap Index	<u>2,986,448</u>	<u>2,412,532</u>	<u>2,937,586</u>	<u>3,040,011</u>	<u>3,587,646</u>		<u>9.91%</u>	<u>10.00%</u>	<u>15.00%</u>
Total Domestic Equities	<u>10,549,050</u>	<u>8,780,266</u>	<u>10,582,821</u>	<u>10,822,420</u>	<u>12,601,093</u>		35.27%	35.00%	50.00%
International Equities									
Europe Pacific ETF	<u>2,963,145</u>	<u>2,514,175</u>	<u>2,820,829</u>	<u>3,135,397</u>	<u>3,408,193</u>		10.22%	10.00%	15.00%
Vanguard Emerging Market ETF	<u>1,570,867</u>	<u>1,182,533</u>	<u>1,385,874</u>	<u>1,555,963</u>	<u>1,772,297</u>		<u>5.07%</u>	<u>5.00%</u>	<u>10.00%</u>
Total International Equities	<u>4,534,012</u>	<u>3,696,708</u>	<u>4,206,703</u>	<u>4,691,360</u>	<u>5,180,490</u>		<u>15.29%</u>	15.00%	25.00%
Real Estate									
JP Morgan Beta Builders MSCI Reit	<u>576,946</u>	<u>456,116</u>	<u>372,699</u>	<u>443,932</u>	<u>488,356</u>		1.45%		
Pacer Benchmark Industrial Real Estat	<u>-</u>	<u>-</u>	<u>-</u>	<u>145,812</u>	<u>159,528</u>		<u>0.48%</u>		
Total Real Estate	<u>576,946</u>	<u>456,116</u>	<u>372,699</u>	<u>589,744</u>	<u>647,884</u>		<u>1.93%</u>	<u>2.00%</u>	<u>7.00%</u>
Infrastructure									
Flexshares Stoxx Global Broad Infrastructure	<u>895,755</u>	<u>739,971</u>	<u>866,614</u>	<u>922,410</u>	<u>994,560</u>		<u>3.01%</u>	<u>3.00%</u>	<u>8.00%</u>
Total Infrastructure	<u>895,755</u>	<u>739,971</u>	<u>866,614</u>	<u>922,410</u>	<u>994,560</u>		<u>3.01%</u>	<u>3.00%</u>	<u>8.00%</u>
Total Equities	<u>16,555,763</u>	<u>13,673,061</u>	<u>16,028,837</u>	<u>17,025,934</u>	<u>19,424,027</u>				
Total Portfolio	<u>29,709,160</u>	<u>27,065,755</u>	<u>29,575,015</u>	<u>30,686,192</u>	<u>33,562,115</u>	<u>10.84%</u>	<u>100.02%</u>	<u>100.00%</u>	<u>155.00%</u>
Total ALSPF Balance	26,117,403	23,018,774	25,230,638	26,178,591	28,632,059				
Total GLSPF Balance	3,430,972	3,023,913	3,210,886	3,331,523	3,643,755				
Total Kenai Community Foundation	160,785	141,709	157,004	162,903	178,171				
Total Kenai Senior Connection	-	881,359	976,487	1,013,175	1,108,130				

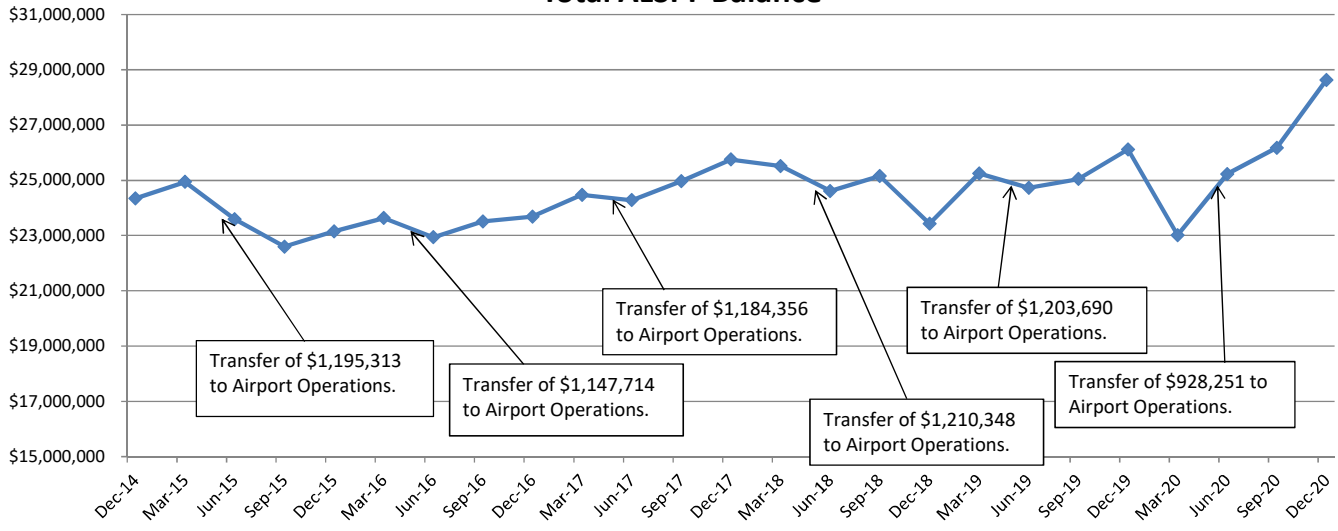
Portfolio Composition



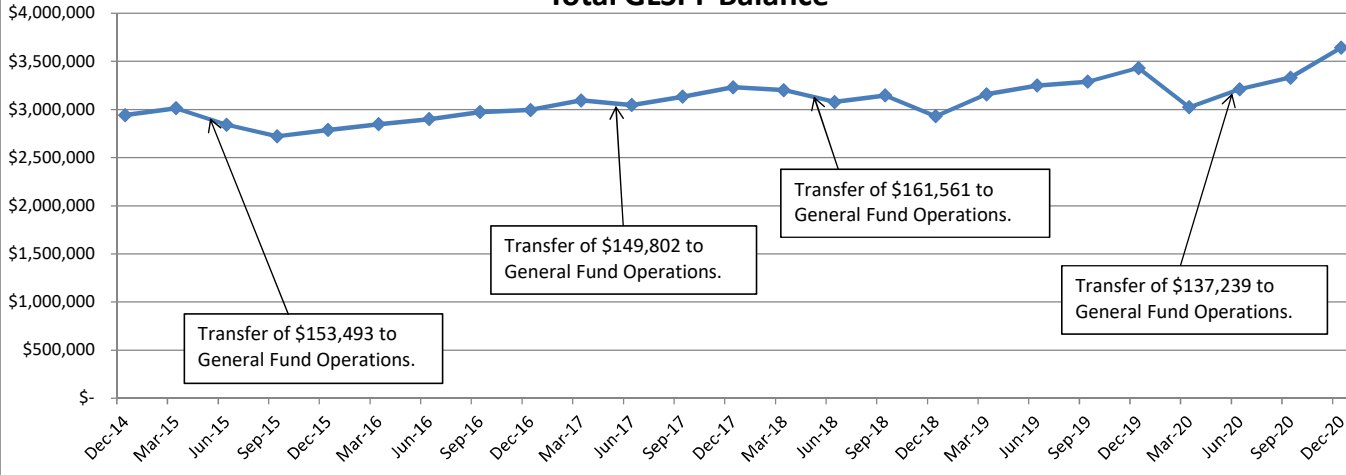
Portfolio Performance



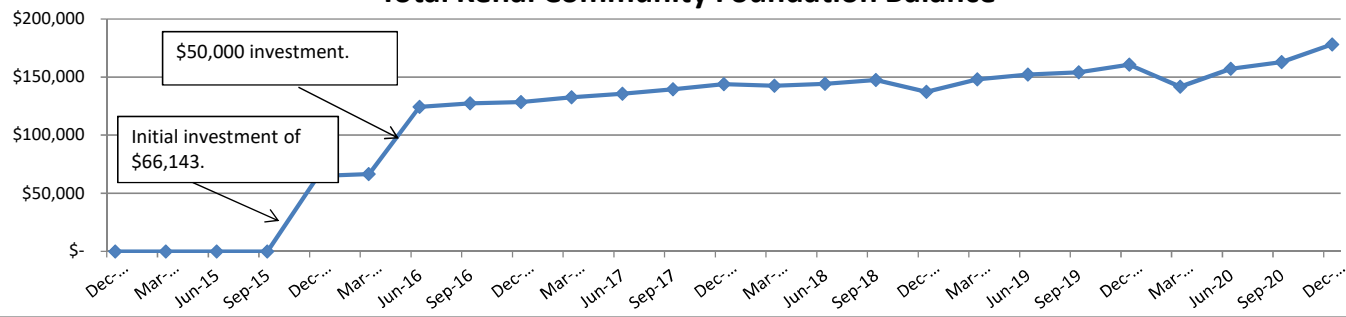
Total ALSPF Balance



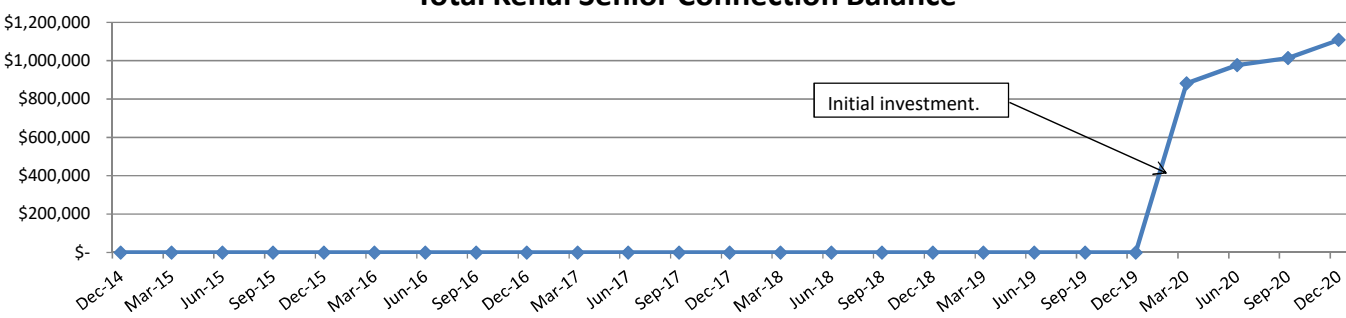
Total GLSPF Balance



Total Kenai Community Foundation Balance



Total Kenai Senior Connection Balance



CITY OF KENAI PERMANENT FUNDS

Account Statement - Period Ending December 31, 2020



ALASKA PERMANENT CAPITAL MANAGEMENT
Registered Investment Adviser

ACCOUNT ACTIVITY

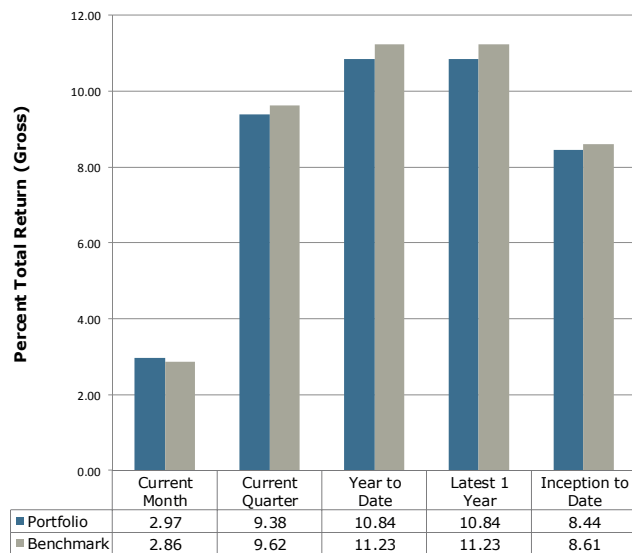
Portfolio Value on 11-30-20	32,595,401
Contributions	0
Withdrawals	-443
Change in Market Value	831,084
Interest	24,969
Dividends	111,105
<hr/>	
Portfolio Value on 12-31-20	33,562,115

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Bill Lierman, CFA®
Contact Phone Number:	907/272 -7575

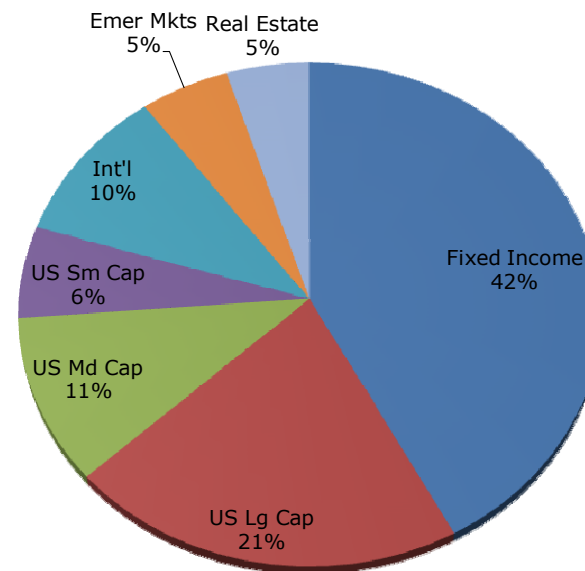
INVESTMENT PERFORMANCE

**Current Account Benchmark:
Equity Blend**



Performance is Annualized for Periods Greater than One Year

PORTFOLIO COMPOSITION



Clients are encouraged to compare this report with the official statement from their custodian.

Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (45%)			
US Fixed Income (40.0%)	12,068,708	36.0	35% to 65%
Cash (5.0%)	2,098,307	6.3	0% to 10%
Subtotal:	14,167,015	42.2	
EQUITY (50%)			
US Large Cap (20.0%)	7,015,195	20.9	15% to 25%
US Mid Cap (10.0%)	3,587,646	10.7	5% to 15%
US Small Cap (5.0%)	1,969,325	5.9	0% to 10%
Developed International Equity (10.0%)	3,408,193	10.2	5% to 15%
Emerging Markets (5.0%)	1,772,297	5.3	0% to 10%
Subtotal:	17,752,656	52.9	
ALTERNATIVE INVESTMENTS (5%)			
Real Estate (2.0%)	647,883	1.9	0% to 5%
Infrastructure (3.0%)	994,560	3.0	0% to 6%
Subtotal:	1,642,443	4.9	
TOTAL PORTFOLIO	33,562,115	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
11,329	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	11,846	106.37	12,051	0.04	453	38	-0.24
103,841	FG POOL C91270 4.500% Due 10-01-29	105.67	109,731	109.32	113,519	0.34	4,673	389	0.61
96,162	FG POOL J30401 3.000% Due 01-01-30	101.30	97,409	107.54	103,412	0.31	2,885	240	0.65
105,964	FG POOL G16255 2.500% Due 07-01-32	99.70	105,649	106.58	112,942	0.34	2,649	221	0.78
105,271	FNCL POOL 995373 4.500% Due 02-01-39	106.72	112,344	112.24	118,155	0.35	4,737	395	1.80
115,000	FR RB5095 MTGE 2.000% Due 01-01-41	103.84	119,411	103.99	119,587	0.36	2,300	192	0.47
275,473	FN POOL AJ1405 4.000% Due 09-01-41	104.48	287,827	110.07	303,225	0.90	11,019	918	1.60
143,706	FN POOL AT2324 3.000% Due 01-01-43	100.20	143,998	108.81	156,373	0.47	4,311	72	1.44
205,675	FG POOL V80057 3.000% Due 05-01-43	100.23	206,157	109.40	225,000	0.67	6,170	514	1.43
135,805	FN POOL AL3180 3.000% Due 05-01-43	100.20	136,081	108.81	147,777	0.44	4,074	340	1.45
181,772	FG POOL G08722 3.500% Due 09-01-46	102.09	185,564	107.03	194,551	0.58	6,362	530	1.79
66,646	FN AS8483 3.000% Due 12-01-46	102.95	68,615	105.52	70,329	0.21	1,999	167	1.29
87,121	FN POOL BD2453 3.000% Due 01-01-47	99.89	87,026	108.37	94,414	0.28	2,614	218	1.29
346,014	FN POOL AS8810 3.500% Due 02-01-47	102.04	353,069	106.52	368,577	1.10	12,110	1,009	1.87
112,937	FN POOL MA2930 4.000% Due 03-01-47	103.56	116,961	107.67	121,605	0.36	4,517	376	1.91
92,637	FG G61893 3.000% Due 07-01-47	101.14	93,694	105.12	97,381	0.29	2,779	232	1.26
55,792	FN MA3276 3.500% Due 02-01-48	105.75	59,000	106.11	59,202	0.18	1,953	163	1.56
102,731	FN MA3305 3.500% Due 03-01-48	103.02	105,829	105.96	108,856	0.32	3,596	300	1.34
35,503	FN POOL MA3638 4.000% Due 04-01-49	103.09	36,601	106.80	37,916	0.11	1,420	118	2.03
77,021	FR RA1343 3.000% Due 09-01-49	104.69	80,632	106.60	82,109	0.24	2,311	193	1.30
60,085	FN MA3834 3.000% Due 11-01-49	101.90	61,225	104.86	63,007	0.19	1,803	150	1.26
63,517	FN MA3871 3.000% Due 12-01-49	101.91	64,727	104.71	66,506	0.20	1,905	159	1.26

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
68,556	FR QA5517 3.000% Due 12-01-49	102.31	70,141	104.80	71,849	0.21	2,057	171	1.30
69,783	FN MA3960 3.000% Due 03-01-50	102.31	71,396	104.83	73,155	0.22	2,093	174	1.44
98,200	FANNIE MAE POOL 2.500% Due 05-01-50	104.98	103,095	105.51	103,608	0.31	2,455	205	0.92
170,932	FANNIE MAE POOL 2.500% Due 08-01-50	105.11	179,666	105.93	181,062	0.54	4,273	356	0.92
114,683	FN CA7738 MTGE 2.500% Due 11-01-50	105.64	121,152	105.65	121,165	0.36	2,867	239	0.92
115,000	FN MA4237 MTGE 2.000% Due 01-01-51	103.73	119,295	103.89	119,471	0.36	2,300	192	1.12
	Accrued Interest				8,270	0.02			
			3,308,140		3,455,072	10.29		8,270	
CORPORATE BONDS									
100,000	ABBVIE INC 2.900% Due 11-06-22	101.31	101,307	104.61	104,608	0.31	2,900	443	0.39
100,000	GOLDMAN SACHS GROUP INC 3.625% Due 01-22-23	101.98	101,985	106.71	106,713	0.32	3,625	1,601	0.35
75,000	STARBUCKS CORP 3.100% Due 03-01-23	98.54	73,902	105.63	79,226	0.24	2,325	775	0.48
100,000	AVALONBAY COMMUNITIES 2.850% Due 03-15-23	100.82	100,816	104.37	104,373	0.31	2,850	839	0.84
100,000	AFLAC INC 3.625% Due 06-15-23	104.97	104,975	107.82	107,820	0.32	3,625	161	0.42
200,000	BANK OF NEW YORK MELLON 2.200% Due 08-16-23	97.83	195,666	104.75	209,508	0.62	4,400	1,650	0.38
200,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	210,362	110.04	220,088	0.66	7,750	3,229	0.58
100,000	MORGAN STANLEY IND FINANCIAL SRV 3.875% Due 04-29-24	103.71	103,711	110.78	110,782	0.33	3,875	667	0.60
100,000	WELLS FARGO & COMPANY 3.300% Due 09-09-24	99.88	99,882	109.52	109,521	0.33	3,300	1,027	0.68
150,000	KIMCO REALTY CORP 3.300% Due 02-01-25	94.92	142,377	109.31	163,960	0.49	4,950	2,062	0.97
150,000	REYNOLDS AMERICAN INC 4.450% Due 06-12-25	108.47	162,700	113.90	170,848	0.51	6,675	352	1.23
150,000	CITIGROUP INC 3.700% Due 01-12-26	101.65	152,470	113.64	170,454	0.51	5,550	2,605	0.92
100,000	KROGER CO 2.650% Due 10-15-26	99.82	99,820	109.23	109,230	0.33	2,650	559	1.00
100,000	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	106.12	106,120	115.04	115,040	0.34	3,500	875	1.01
100,000	ENBRIDGE INC 3.700% Due 07-15-27	101.13	101,135	113.97	113,972	0.34	3,700	1,706	1.45

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
100,000	ANHEUSER-BUSCH INBEV WORLDWIDE 4.000% Due 04-13-28	114.31	114,309	117.90	117,896	0.35	4,000	867	1.41
100,000	INTEL CORP 2.450% Due 11-15-29	105.62	105,622	108.48	108,476	0.32	2,450	313	1.43
100,000	AT&T INC 6.375% Due 03-01-41	119.32	119,320	146.80	146,804	0.44	6,375	2,125	3.20
100,000	HOME DEPOT INC 4.875% Due 02-15-44	115.63	115,627	142.28	142,282	0.42	4,875	1,842	2.46
100,000	CARDINAL HEALTH 4.900% Due 09-15-45	111.47	111,470	123.10	123,103	0.37	4,900	1,443	3.50
100,000	BANK OF AMERICA CORP 4.443% Due 01-20-48	106.31	106,308	132.36	132,360	0.39	4,443	1,987	2.74
100,000	Sysco Corporation 4.450% Due 03-15-48	120.54	120,536	122.06	122,060	0.36	4,450	1,310	3.23
75,000	NUTRIEN LTD 3.950% Due 05-13-50	99.74	74,803	121.97	91,474	0.27	2,962	395	2.84
	Accrued Interest				28,835	0.09			
			2,725,224		3,009,435	8.97		28,835	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
3,435	FLEXSHARES QUAL DIV ETF	40.53	139,217	49.44	169,826	0.51	NA		
18,309	SPDR S&P 500 ETF	195.51	3,579,531	373.88	6,845,369	20.40	NA		
			3,718,747		7,015,195	20.90			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
15,610	ISHARES CORE S&P MIDCAP 400 ETF	94.45	1,474,345	229.83	3,587,646	10.69	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
21,429	ISHARES S&P SMALLCAP 600 INDEX ETF	41.51	889,547	91.90	1,969,325	5.87	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
19,811	ISHARES ETF CORE MSCI EAFE	55.79	1,105,233	69.09	1,368,742	4.08	NA		
27,953	ISHARES MSCI EAFE INDEX FUND	63.35	1,770,855	72.96	2,039,451	6.08	NA		
			2,876,088		3,408,193	10.15			
EMERGING MARKET FUNDS/ETF									
28,567	ISHARES ETF CORE MSCI EMERGING MKTS	43.29	1,236,708	62.04	1,772,297	5.28	NA		
REAL ESTATE & INFRASTRUCTURE									
18,500	FLEXSHAR STX GLOBAL BROAD INF ETF	49.28	911,756	53.76	994,560	2.96	NA		
6,170	JPMORGAN BETABUILDERS MSCI US REIT ETF	76.81	473,927	79.15	488,355	1.46	NA		
4,335	PACER INDUSTRIAL REAL ESTATE ETF	35.08	152,072	36.80	159,528	0.48	NA		
			1,537,755		1,642,443	4.89			

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
U.S. TREASURY									
40,000	US TREASURY NOTES 2.000% Due 12-31-21	101.31	40,524	101.87	40,747	0.12	800	2	0.13
150,000	US TREASURY NOTES 1.875% Due 01-31-22	100.09	150,129	101.89	152,836	0.46	2,812	1,177	0.13
285,000	US TREASURY NOTES 2.125% Due 06-30-22	99.70	284,158	102.99	293,527	0.87	6,056	17	0.13
50,000	US TREASURY NOTES 0.125% Due 07-31-22	100.02	50,010	100.02	50,008	0.15	62	26	0.11
300,000	US TREASURY NOTE 0.125% Due 10-31-22	99.91	299,742	100.02	300,048	0.89	375	64	0.12
280,000	US TREASURY NOTES 2.625% Due 02-28-23	99.72	279,213	105.36	295,016	0.88	7,350	2,497	0.14
20,000	US TREASURY NOTES 0.125% Due 07-15-23	100.00	19,999	99.95	19,991	0.06	25	12	0.14
190,000	US TREASURY NOTE 0.125% Due 10-15-23	99.75	189,532	99.93	189,867	0.57	237	51	0.15
150,000	US TREASURY NOTES 1.625% Due 10-31-23	99.41	149,109	104.18	156,264	0.47	2,437	417	0.15
425,000	US TREASURY NOTES 2.375% Due 08-15-24	101.53	431,507	107.78	458,052	1.36	10,094	3,813	0.22
205,000	US TREASURY NOTES 1.375% Due 01-31-25	104.70	214,633	104.50	214,225	0.64	2,819	1,180	0.27
75,000	US TREASURY NOTES 2.750% Due 06-30-25	99.71	74,780	110.89	83,165	0.25	2,062	6	0.31
20,000	US TREASURY NOTES 0.250% Due 07-31-25	100.16	20,032	99.71	19,941	0.06	50	21	0.31
210,000	US TREASURY NOTES 2.500% Due 02-28-26	99.75	209,482	110.86	232,804	0.69	5,250	1,784	0.37
75,000	US TREASURY NOTES 1.625% Due 05-15-26	95.63	71,726	106.48	79,858	0.24	1,219	158	0.41
250,000	US TREASURY NOTES 2.000% Due 11-15-26	95.26	238,145	108.84	272,100	0.81	5,000	649	0.47
15,000	US TREASURY NOTES 0.375% Due 07-31-27	99.90	14,985	98.69	14,803	0.04	56	24	0.58
300,000	US TREASURY NOTES 3.125% Due 11-15-28	102.38	307,141	118.40	355,194	1.06	9,375	1,217	0.72
240,000	US TREASURY NOTES 2.625% Due 02-15-29	101.74	244,179	114.80	275,513	0.82	6,300	2,380	0.74
225,000	US TREASURY NOTES 1.500% Due 02-15-30	108.51	244,143	105.79	238,034	0.71	3,375	1,275	0.84
10,000	US TREASURY NOTES 0.625% Due 05-15-30	100.79	10,079	97.77	9,777	0.03	62	8	0.87
330,000	US TREASURY NOTE 0.625% Due 08-15-30	99.73	329,098	97.50	321,750	0.96	2,062	779	0.90

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
December 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
325,000	US TREASURY NOTES 3.875% Due 08-15-40	127.11	413,113	143.32	465,790	1.39	12,594	4,757	1.35
55,000	US TREASURY NOTES 3.125% Due 02-15-43	117.36	64,546	131.16	72,138	0.21	1,719	649	1.47
500,000	US TREASURY NOTES 2.875% Due 05-15-49	102.98	514,907	129.11	645,545	1.92	14,375	1,866	1.60
15,000	US TREASURY NOTES 1.250% Due 05-15-50	100.74	15,111	90.72	13,608	0.04	187	24	1.65
50,000	US TREASURY NOTES 1.625% Due 11-15-50	98.39	49,195	99.62	49,812	0.15	812	105	1.64
	Accrued Interest				24,958	0.07			
			4,929,218		5,345,372	15.93		24,958	
AGENCIES									
125,000	FEDERAL HOME LOAN BANK 0.600% Due 08-27-25	99.90	124,875	99.66	124,571	0.37	750	258	0.67
125,000	FHLB 1.625% Due 03-12-27	104.27	130,335	106.71	133,385	0.40	2,031	615	0.52
	Accrued Interest				873	0.00			
			255,210		258,830	0.77		873	
CASH AND EQUIVALENTS									
	DIVIDEND ACCRUAL		28,928		28,928	0.09			
	WF ADV GOVT MM FD-INSTL #1751		2,069,379		2,069,379	6.17			
			2,098,307		2,098,307	6.25			
TOTAL PORTFOLIO			25,049,290		33,562,115	100	299,167	62,936	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
FNMA & FHLMC				
12-17-20	12-21-20	FN CA7738 MTGE 2.500% Due 11-01-50	114,683.08	121,151.92
12-17-20	12-21-20	FR RB5095 MTGE 2.000% Due 01-01-41	115,000.00	119,411.33
12-17-20	12-21-20	FN MA4237 MTGE 2.000% Due 01-01-51	115,000.00	119,294.53
				359,857.78
U.S. TREASURY				
12-18-20	12-21-20	US TREASURY NOTES 1.625% Due 11-15-50	50,000	49,195.31
				409,053.09
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
12-31-20	12-31-20	MANAGEMENT FEES		4,463.51
				4,463.51
DIVIDEND				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
12-18-20	01-29-21	SPDR S&P 500 ETF		28,928.22
12-24-20	12-24-20	FLEXSHARES QUAL DIV ETF		1,068.50
				29,996.72
DOMESTIC MID CAP EQUITY FUNDS/ETF				
12-18-20	12-18-20	ISHARES CORE S&P MIDCAP 400 ETF		10,296.81
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
12-18-20	12-18-20	ISHARES S&P SMALLCAP 600 INDEX ETF		5,308.03

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
EMERGING MARKET FUNDS/ETF				
12-18-20	12-18-20	ISHARES ETF CORE MSCI EMERGING MKTS		20,668.20
INTERNATIONAL EQUITY FUNDS/ETF				
12-18-20	12-18-20	ISHARES MSCI EAFE INDEX FUND		19,413.22
12-18-20	12-18-20	ISHARES ETF CORE MSCI EAFE		12,129.56
				31,542.78
REAL ESTATE & INFRASTRUCTURE				
12-24-20	12-24-20	FLEXSHAR STX GLOBAL BROAD INF ETF		6,194.06
12-28-20	12-28-20	JPMORGAN BETABUILDERS MSCI US REIT ETF		5,993.97
12-28-20	12-28-20	PACER INDUSTRIAL REAL ESTATE ETF		1,104.09
				13,292.12
				111,104.66
INTEREST				
CASH AND EQUIVALENTS				
12-01-20	12-01-20	WF ADV GOVT MM FD-INSTL #1751		13.71
CORPORATE BONDS				
12-14-20	12-14-20	REYNOLDS AMERICAN INC 4.450% Due 06-12-25		3,337.50
12-15-20	12-15-20	AFLAC INC 3.625% Due 06-15-23		1,812.50
				5,150.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
FNMA & FHLMC				
12-15-20	12-15-20	FHLMC POOL G14203 4.000% Due 04-01-26		39.35
12-15-20	12-15-20	FG POOL G16255 2.500% Due 07-01-32		227.57
12-15-20	12-15-20	FG POOL G08722 3.500% Due 09-01-46		559.49
12-15-20	12-15-20	FG POOL C91270 4.500% Due 10-01-29		397.97
12-15-20	12-15-20	FG POOL J30401 3.000% Due 01-01-30		247.95
12-15-20	12-15-20	FG POOL V80057 3.000% Due 05-01-43		522.65
12-15-20	12-15-20	FG G61893 3.000% Due 07-01-47		243.00
12-28-20	12-28-20	FR QA5517 3.000% Due 12-01-49		183.41
12-28-20	12-28-20	FR RA1343 3.000% Due 09-01-49		200.51
12-28-20	12-28-20	FN POOL AJ1405 4.000% Due 09-01-41		930.85
12-28-20	12-28-20	FN POOL AT2324 3.000% Due 01-01-43		364.59
12-28-20	12-28-20	FN AS8483 3.000% Due 12-01-46		175.09
12-28-20	12-28-20	FN POOL AS8810 3.500% Due 02-01-47		1,055.18
12-28-20	12-28-20	FN POOL AL3180 3.000% Due 05-01-43		340.49
12-28-20	12-28-20	FN POOL BD2453 3.000% Due 01-01-47		221.43
12-28-20	12-28-20	FANNIE MAE POOL 2.500% Due 05-01-50		205.06
12-28-20	12-28-20	FANNIE MAE POOL 2.500% Due 08-01-50		362.65
12-28-20	12-28-20	FNCL POOL 995373 4.500% Due 02-01-39		403.93

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
12-28-20	12-28-20	FN POOL MA2930 4.000% Due 03-01-47		398.83
12-28-20	12-28-20	FN MA3305 3.500% Due 03-01-48		321.81
12-28-20	12-28-20	FN MA3276 3.500% Due 02-01-48		173.95
12-28-20	12-28-20	FN POOL MA3638 4.000% Due 04-01-49		126.73
12-28-20	12-28-20	FN MA3834 3.000% Due 11-01-49		161.30
12-28-20	12-28-20	FN MA3871 3.000% Due 12-01-49		170.21
12-28-20	12-28-20	FN MA3960 3.000% Due 03-01-50		186.71
				8,220.71
U.S. TREASURY				
12-31-20	12-31-20	US TREASURY NOTES 2.000% Due 12-31-21		400.00
12-31-20	12-31-20	US TREASURY NOTES 2.125% Due 06-30-22		3,028.13
12-31-20	12-31-20	US TREASURY NOTES 2.750% Due 06-30-25		1,031.25
				4,459.38
				17,843.80

PRINCIPAL PAYDOWNS

FNMA & FHLMC

12-15-20	12-15-20	FHLMC POOL G14203 4.000% Due 04-01-26	476.12	476.12
12-15-20	12-15-20	FG POOL G16255 2.500% Due 07-01-32	3,269.73	3,269.73
12-15-20	12-15-20	FG POOL G08722 3.500% Due 09-01-46	10,051.65	10,051.65
12-15-20	12-15-20	FG POOL C91270 4.500% Due 10-01-29	2,285.32	2,285.32

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
12-15-20	12-15-20	FG POOL J30401 3.000% Due 01-01-30	3,017.26	3,017.26
12-15-20	12-15-20	FG POOL V80057 3.000% Due 05-01-43	3,385.63	3,385.63
12-15-20	12-15-20	FG G61893 3.000% Due 07-01-47	4,560.81	4,560.81
12-25-20	12-28-20	FR QA5517 3.000% Due 12-01-49	4,807.80	4,807.80
12-25-20	12-28-20	FR RA1343 3.000% Due 09-01-49	3,184.47	3,184.47
12-25-20	12-28-20	FN POOL AJ1405 4.000% Due 09-01-41	3,781.97	3,781.97
12-25-20	12-28-20	FN POOL AT2324 3.000% Due 01-01-43	2,130.65	2,130.65
12-25-20	12-28-20	FN AS8483 3.000% Due 12-01-46	3,391.21	3,391.21
12-25-20	12-28-20	FN POOL AS8810 3.500% Due 02-01-47	15,763.93	15,763.93
12-25-20	12-28-20	FN POOL AL3180 3.000% Due 05-01-43	390.24	390.24
12-25-20	12-28-20	FN POOL BD2453 3.000% Due 01-01-47	1,450.33	1,450.33
12-25-20	12-28-20	FANNIE MAE POOL 2.500% Due 05-01-50	229.36	229.36
12-25-20	12-28-20	FANNIE MAE POOL 2.500% Due 08-01-50	3,138.66	3,138.66
12-25-20	12-28-20	FNCL POOL 995373 4.500% Due 02-01-39	2,443.24	2,443.24
12-25-20	12-28-20	FN POOL MA2930 4.000% Due 03-01-47	6,711.39	6,711.39
12-25-20	12-28-20	FN MA3305 3.500% Due 03-01-48	7,603.86	7,603.86
12-25-20	12-28-20	FN MA3276 3.500% Due 02-01-48	3,847.00	3,847.00
12-25-20	12-28-20	FN POOL MA3638 4.000% Due 04-01-49	2,517.14	2,517.14

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
12-25-20	12-28-20	FN MA3834 3.000% Due 11-01-49	4,433.62	4,433.62
12-25-20	12-28-20	FN MA3871 3.000% Due 12-01-49	4,566.74	4,566.74
12-25-20	12-28-20	FN MA3960 3.000% Due 03-01-50	4,900.14	4,900.14
				102,338.27
				102,338.27

PURCHASED ACCRUED INTEREST

FNMA & FHLMC

12-17-20	12-21-20	FN CA7738 MTGE 2.500% Due 11-01-50		159.28
12-17-20	12-21-20	FR RB5095 MTGE 2.000% Due 01-01-41		127.78
12-17-20	12-21-20	FN MA4237 MTGE 2.000% Due 01-01-51		127.78
				414.84
U.S. TREASURY				
12-18-20	12-21-20	US TREASURY NOTES 1.625% Due 11-15-50		80.80
				495.64

SALES, MATURITIES, AND CALLS

U.S. TREASURY

12-18-20	12-21-20	US TREASURY NOTES 2.125% Due 06-30-21	110,000	111,190.23
12-18-20	12-21-20	US TREASURY NOTES 1.125% Due 07-31-21	240,000	241,528.13
12-18-20	12-21-20	US TREASURY NOTES 2.000% Due 08-31-21	10,000	10,132.42

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
12-18-20	12-21-20	US TREASURY NOTES 1.500% Due 09-30-21	50,000	50,544.92
				413,395.70
				413,395.70
SOLD ACCRUED INTEREST				
U.S. TREASURY				
12-18-20	12-21-20	US TREASURY NOTES 2.125% Due 06-30-21		1,105.23
12-18-20	12-21-20	US TREASURY NOTES 1.125% Due 07-31-21		1,049.18
12-18-20	12-21-20	US TREASURY NOTES 2.000% Due 08-31-21		61.88
12-18-20	12-21-20	US TREASURY NOTES 1.500% Due 09-30-21		168.96
				2,385.25
				2,385.25
WITHDRAW				
CASH AND EQUIVALENTS				
12-21-20	12-21-20	WF ADV GOVT MM FD-INSTL #1751		443.46
				443.46

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 Through 12-31-20

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
12-15-20	476.12	FHLMC POOL G14203 4.000% Due 04-01-26	497.84	476.12	-21.72
12-15-20	3,269.73	FG POOL G16255 2.500% Due 07-01-32	3,260.02	3,269.73	9.71
12-15-20	10,051.65	FG POOL G08722 3.500% Due 09-01-46	10,261.32	10,051.65	-209.67
12-15-20	2,285.32	FG POOL C91270 4.500% Due 10-01-29	2,414.94	2,285.32	-129.62
12-15-20	3,017.26	FG POOL J30401 3.000% Due 01-01-30	3,056.39	3,017.26	-39.13
12-15-20	3,385.63	FG POOL V80057 3.000% Due 05-01-43	3,393.57	3,385.63	-7.94
12-15-20	4,560.81	FG G61893 3.000% Due 07-01-47	4,612.83	4,560.81	-52.02
12-18-20	110,000	US TREASURY NOTES 2.125% Due 06-30-21	109,269.53	111,190.23	1,920.70
12-18-20	240,000	US TREASURY NOTES 1.125% Due 07-31-21	238,020.82	241,528.13	3,507.31
12-18-20	10,000	US TREASURY NOTES 2.000% Due 08-31-21	10,065.62	10,132.42	66.79
12-18-20	50,000	US TREASURY NOTES 1.500% Due 09-30-21	49,898.44	50,544.92	646.48
12-25-20	4,807.80	FR QA5517 3.000% Due 12-01-49	4,918.98	4,807.80	-111.18
12-25-20	3,184.47	FR RA1343 3.000% Due 09-01-49	3,333.74	3,184.47	-149.27
12-25-20	3,781.97	FN POOL AJ1405 4.000% Due 09-01-41	3,951.57	3,781.97	-169.60
12-25-20	2,130.65	FN POOL AT2324 3.000% Due 01-01-43	2,134.98	2,130.65	-4.33
12-25-20	3,391.21	FN AS8483 3.000% Due 12-01-46	3,491.36	3,391.21	-100.15
12-25-20	15,763.93	FN POOL AS8810 3.500% Due 02-01-47	16,085.37	15,763.93	-321.44
12-25-20	390.24	FN POOL AL3180 3.000% Due 05-01-43	391.03	390.24	-0.79

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 Through 12-31-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
12-25-20	1,450.33	FN POOL BD2453 3.000% Due 01-01-47	1,448.74	1,450.33	1.59
12-25-20	229.36	FANNIE MAE POOL 2.500% Due 05-01-50	240.79	229.36	-11.43
12-25-20	3,138.66	FANNIE MAE POOL 2.500% Due 08-01-50	3,299.03	3,138.66	-160.37
12-25-20	2,443.24	FNCL POOL 995373 4.500% Due 02-01-39	2,607.40	2,443.24	-164.16
12-25-20	6,711.39	FN POOL MA2930 4.000% Due 03-01-47	6,950.48	6,711.39	-239.09
12-25-20	7,603.86	FN MA3305 3.500% Due 03-01-48	7,833.16	7,603.86	-229.30
12-25-20	3,847.00	FN MA3276 3.500% Due 02-01-48	4,068.20	3,847.00	-221.20
12-25-20	2,517.14	FN POOL MA3638 4.000% Due 04-01-49	2,595.01	2,517.14	-77.87
12-25-20	4,433.62	FN MA3834 3.000% Due 11-01-49	4,517.79	4,433.62	-84.17
12-25-20	4,566.74	FN MA3871 3.000% Due 12-01-49	4,653.79	4,566.74	-87.05
12-25-20	4,900.14	FN MA3960 3.000% Due 03-01-50	5,013.46	4,900.14	-113.32
TOTAL GAINS					6,152.58
TOTAL LOSSES					-2,704.82
			512,286.22	515,733.97	3,447.75

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
WF ADV GOVT MM FD-INSTL #1751					
12-01-20			Beginning Balance		1,861,231.44
12-01-20	12-01-20	dp	Interest	WF ADV GOVT MM FD-INSTL #1751	13.71
12-14-20	12-14-20	dp	Interest	REYNOLDS AMERICAN INC 4.450% Due 06-12-25	3,337.50
12-15-20	12-15-20	dp	Interest	AFLAC INC 3.625% Due 06-15-23	1,812.50
12-15-20	12-15-20	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	476.12
12-15-20	12-15-20	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	39.35
12-15-20	12-15-20	dp	Interest	FG POOL G16255 2.500% Due 07-01-32	227.57
12-15-20	12-15-20	dp	Paydown	FG POOL G16255 2.500% Due 07-01-32	3,269.73
12-15-20	12-15-20	dp	Paydown	FG POOL G08722 3.500% Due 09-01-46	10,051.65
12-15-20	12-15-20	dp	Interest	FG POOL G08722 3.500% Due 09-01-46	559.49
12-15-20	12-15-20	dp	Interest	FG POOL C91270 4.500% Due 10-01-29	397.97
12-15-20	12-15-20	dp	Paydown	FG POOL C91270 4.500% Due 10-01-29	2,285.32
12-15-20	12-15-20	dp	Paydown	FG POOL J30401 3.000% Due 01-01-30	3,017.26
12-15-20	12-15-20	dp	Interest	FG POOL J30401 3.000% Due 01-01-30	247.95
12-15-20	12-15-20	dp	Interest	FG POOL V80057 3.000% Due 05-01-43	522.65

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-15-20	12-15-20	dp	Paydown	FG POOL V80057 3.000% Due 05-01-43	3,385.63
12-15-20	12-15-20	dp	Paydown	FG G61893 3.000% Due 07-01-47	4,560.81
12-15-20	12-15-20	dp	Interest	FG G61893 3.000% Due 07-01-47	243.00
12-17-20	12-21-20	wd	Purchase	FN CA7738 MTGE 2.500% Due 11-01-50	-121,151.92
12-17-20	12-21-20	wd	Accrued Interest	FN CA7738 MTGE 2.500% Due 11-01-50	-159.28
12-17-20	12-21-20	wd	Purchase	FR RB5095 MTGE 2.000% Due 01-01-41	-119,411.33
12-17-20	12-21-20	wd	Accrued Interest	FR RB5095 MTGE 2.000% Due 01-01-41	-127.78
12-17-20	12-21-20	wd	Purchase	FN MA4237 MTGE 2.000% Due 01-01-51	-119,294.53
12-17-20	12-21-20	wd	Accrued Interest	FN MA4237 MTGE 2.000% Due 01-01-51	-127.78
12-18-20	12-21-20	dp	Sale	US TREASURY NOTES 2.125% Due 06-30-21	111,190.23
12-18-20	12-21-20	dp	Accrued Interest	US TREASURY NOTES 2.125% Due 06-30-21	1,105.23
12-18-20	12-21-20	dp	Sale	US TREASURY NOTES 1.125% Due 07-31-21	241,528.13
12-18-20	12-21-20	dp	Accrued Interest	US TREASURY NOTES 1.125% Due 07-31-21	1,049.18
12-18-20	12-21-20	dp	Sale	US TREASURY NOTES 2.000% Due 08-31-21	10,132.42
12-18-20	12-21-20	dp	Accrued Interest	US TREASURY NOTES 2.000% Due 08-31-21	61.88

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-18-20	12-21-20	dp	Sale	US TREASURY NOTES 1.500% Due 09-30-21	50,544.92
12-18-20	12-21-20	dp	Accrued Interest	US TREASURY NOTES 1.500% Due 09-30-21	168.96
12-18-20	12-21-20	wd	Purchase	US TREASURY NOTES 1.625% Due 11-15-50	-49,195.31
12-18-20	12-21-20	wd	Accrued Interest	US TREASURY NOTES 1.625% Due 11-15-50	-80.80
12-18-20	12-18-20	dp	Dividend	ISHARES MSCI EAFE INDEX FUND	19,413.22
12-18-20	12-18-20	dp	Dividend	ISHARES ETF CORE MSCI EAFE	12,129.56
12-18-20	12-18-20	dp	Dividend	ISHARES ETF CORE MSCI EMERGING MKTS	20,668.20
12-18-20	12-18-20	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	10,296.81
12-18-20	12-18-20	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	5,308.03
12-21-20	12-21-20	wd	Withdrawal	from Portfolio	-443.46
12-24-20	12-24-20	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	6,194.06
12-24-20	12-24-20	dp	Dividend	FLEXSHARES QUAL DIV ETF	1,068.50
12-25-20	12-28-20	dp	Paydown	FR QA5517 3.000% Due 12-01-49	4,807.80
12-25-20	12-28-20	dp	Paydown	FR RA1343 3.000% Due 09-01-49	3,184.47
12-25-20	12-28-20	dp	Paydown	FN POOL AJ1405 4.000% Due 09-01-41	3,781.97
12-25-20	12-28-20	dp	Paydown	FN POOL AT2324 3.000% Due 01-01-43	2,130.65
12-25-20	12-28-20	dp	Paydown	FN AS8483 3.000% Due 12-01-46	3,391.21

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-25-20	12-28-20	dp	Paydown	FN POOL AS8810 3.500% Due 02-01-47	15,763.93
12-25-20	12-28-20	dp	Paydown	FN POOL AL3180 3.000% Due 05-01-43	390.24
12-25-20	12-28-20	dp	Paydown	FN POOL BD2453 3.000% Due 01-01-47	1,450.33
12-25-20	12-28-20	dp	Paydown	FANNIE MAE POOL 2.500% Due 05-01-50	229.36
12-25-20	12-28-20	dp	Paydown	FANNIE MAE POOL 2.500% Due 08-01-50	3,138.66
12-25-20	12-28-20	dp	Paydown	FNCL POOL 995373 4.500% Due 02-01-39	2,443.24
12-25-20	12-28-20	dp	Paydown	FN POOL MA2930 4.000% Due 03-01-47	6,711.39
12-25-20	12-28-20	dp	Paydown	FN MA3305 3.500% Due 03-01-48	7,603.86
12-25-20	12-28-20	dp	Paydown	FN MA3276 3.500% Due 02-01-48	3,847.00
12-25-20	12-28-20	dp	Paydown	FN POOL MA3638 4.000% Due 04-01-49	2,517.14
12-25-20	12-28-20	dp	Paydown	FN MA3834 3.000% Due 11-01-49	4,433.62
12-25-20	12-28-20	dp	Paydown	FN MA3871 3.000% Due 12-01-49	4,566.74
12-25-20	12-28-20	dp	Paydown	FN MA3960 3.000% Due 03-01-50	4,900.14
12-28-20	12-28-20	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	5,993.97
12-28-20	12-28-20	dp	Dividend	PACER INDUSTRIAL REAL ESTATE ETF	1,104.09

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-28-20	12-28-20	dp	Interest	FR QA5517 3.000% Due 12-01-49	183.41
12-28-20	12-28-20	dp	Interest	FR RA1343 3.000% Due 09-01-49	200.51
12-28-20	12-28-20	dp	Interest	FN POOL AJ1405 4.000% Due 09-01-41	930.85
12-28-20	12-28-20	dp	Interest	FN POOL AT2324 3.000% Due 01-01-43	364.59
12-28-20	12-28-20	dp	Interest	FN AS8483 3.000% Due 12-01-46	175.09
12-28-20	12-28-20	dp	Interest	FN POOL AS8810 3.500% Due 02-01-47	1,055.18
12-28-20	12-28-20	dp	Interest	FN POOL AL3180 3.000% Due 05-01-43	340.49
12-28-20	12-28-20	dp	Interest	FN POOL BD2453 3.000% Due 01-01-47	221.43
12-28-20	12-28-20	dp	Interest	FANNIE MAE POOL 2.500% Due 05-01-50	205.06
12-28-20	12-28-20	dp	Interest	FANNIE MAE POOL 2.500% Due 08-01-50	362.65
12-28-20	12-28-20	dp	Interest	FNCL POOL 995373 4.500% Due 02-01-39	403.93
12-28-20	12-28-20	dp	Interest	FN POOL MA2930 4.000% Due 03-01-47	398.83
12-28-20	12-28-20	dp	Interest	FN MA3305 3.500% Due 03-01-48	321.81
12-28-20	12-28-20	dp	Interest	FN MA3276 3.500% Due 02-01-48	173.95
12-28-20	12-28-20	dp	Interest	FN POOL MA3638 4.000% Due 04-01-49	126.73

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 12-01-20 To 12-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-28-20	12-28-20	dp	Interest	FN MA3834 3.000% Due 11-01-49	161.30
12-28-20	12-28-20	dp	Interest	FN MA3871 3.000% Due 12-01-49	170.21
12-28-20	12-28-20	dp	Interest	FN MA3960 3.000% Due 03-01-50	186.71
12-31-20	12-31-20	dp	Interest	US TREASURY NOTES 2.000% Due 12-31-21	400.00
12-31-20	12-31-20	dp	Interest	US TREASURY NOTES 2.125% Due 06-30-22	3,028.13
12-31-20	12-31-20	dp	Interest	US TREASURY NOTES 2.750% Due 06-30-25	1,031.25
12-31-20			Ending Balance		2,069,378.71
DIVIDEND ACCRUAL					
12-01-20			Beginning Balance		0.00
12-18-20	01-29-21	dp	Dividend	SPDR S&P 500 ETF	28,928.22
12-31-20			Ending Balance		28,928.22

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 December 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
FNMA & FHLMC									
3128MC3L7	256,397.0000	11,329.4600	FHLMC POOL G14203	104.562501	11,846.37	106.36900	12,051.03	37.76	453.18
3128MFE46	190,000.0000	105,963.9800	FG POOL G16255	99.703123	105,649.40	106.58500	112,941.71	220.76	2,649.10
3128MJYU8	477,000.0000	181,772.0500	FG POOL G08722	102.085937	185,563.70	107.03000	194,550.63	530.17	6,362.02
3128P7MT7	2,000,000.0000	103,841.2200	FG POOL C91270	105.671877	109,730.97	109.32000	113,519.22	389.40	4,672.85
31307LNS3	301,000.0000	96,161.6300	FG POOL J30401	101.296875	97,408.73	107.54000	103,412.22	240.40	2,884.85
3132L5B28	450,000.0000	205,674.7100	FG POOL V80057	100.234376	206,156.76	109.39600	224,999.91	514.19	6,170.24
31335CC69	150,000.0000	92,637.4900	FG G61893	101.140626	93,694.14	105.12000	97,380.53	231.59	2,779.12
3133A0DW1	100,000.0000	68,555.7600	FR QA5517	102.312497	70,141.11	104.80400	71,849.18	171.39	2,056.67
3133KGP44	100,000.0000	77,021.2700	FR RA1343	104.687501	80,631.64	106.60500	82,108.52	192.55	2,310.64
3133KYUU1	115,000.0000	115,000.0000	FR RB5095 MTGE	103.835939	119,411.33	103.98900	119,587.35	191.67	2,300.00
3138ASR38	1,500,000.0000	275,473.3200	FN POOL AJ1405	104.484375	287,826.58	110.07400	303,224.50	918.24	11,018.93
3138EKRA5	374,582.0000	143,706.3800	FN POOL AT2324	100.203126	143,998.28	108.81400	156,372.66	71.85	4,311.19
3138WJM96	125,000.0000	66,646.4200	FN AS8483	102.953126	68,614.57	105.52500	70,328.63	166.62	1,999.39
3138WJYG7	783,285.0000	346,013.6800	FN POOL AS8810	102.039062	353,069.11	106.52100	368,577.23	1,009.21	12,110.48
3138WPSN5	335,507.0000	135,805.2700	FN POOL AL3180	100.203125	136,081.12	108.81500	147,776.50	339.51	4,074.16
3140F9WP6	139,000.0000	87,120.8800	FN POOL BD2453	99.890625	87,025.59	108.37100	94,413.77	217.80	2,613.63
3140KESQ2	100,000.0000	98,199.9500	FANNIE MAE POOL	104.984378	103,094.61	105.50700	103,607.82	204.58	2,455.00
3140KLRM6	175,000.0000	170,932.3900	FANNIE MAE POOL	105.109373	179,665.96	105.92600	181,061.84	356.11	4,273.31
3140QFS42	115,000.0000	114,683.0800	FN CA7738 MTGE	105.640623	121,151.92	105.65200	121,164.97	238.92	2,867.08
31416BXA1	4,000,000.0000	105,270.8400	FNCL POOL 995373	106.718781	112,343.76	112.23900	118,154.94	394.77	4,737.19
31418CHG2	148,000.0000	112,937.2600	FN POOL MA2930	103.562500	116,960.65	107.67500	121,605.19	376.46	4,517.49
31418CU77	225,000.0000	102,731.1800	FN MA3305	103.015627	105,829.17	105.96200	108,856.01	299.63	3,595.59
31418CUA0	125,000.0000	55,792.1200	FN MA3276	105.750001	59,000.17	106.11200	59,202.13	162.73	1,952.72
31418DBG6	101,000.0000	35,502.8000	FN POOL MA3638	103.093756	36,601.17	106.79800	37,916.28	118.34	1,420.11
31418DHL9	100,000.0000	60,084.5900	FN MA3834	101.898438	61,225.26	104.86400	63,007.10	150.21	1,802.54
31418DJR4	100,000.0000	63,516.6100	FN MA3871	101.906254	64,727.40	104.70700	66,506.34	158.79	1,905.50
31418DMJ8	100,000.0000	69,782.6300	FN MA3960	102.312502	71,396.35	104.83200	73,154.53	174.46	2,093.48
31418DV74	115,000.0000	115,000.0000	FN MA4237 MTGE	103.734374	119,294.53	103.88800	119,471.20	191.67	2,300.00
Accrued I							8,269.79		
					3,308,140.35		3,455,071.75	8,269.79	102,686.47
CORPORATE BONDS									
001055AL6	100,000.0000	100,000.0000	AFLAC INC	104.975000	104,975.00	107.82000	107,820.00	161.11	3,625.00
00206RDG4	100,000.0000	100,000.0000	AT&T INC	119.320000	119,320.00	146.80400	146,804.00	2,125.00	6,375.00
00287YAL3	100,000.0000	100,000.0000	ABBVIE INC	101.307000	101,307.00	104.60800	104,608.00	443.06	2,900.00
035240AL4	100,000.0000	100,000.0000	ANHEUSER-BUSCH INBEV WORLDWIDE	111.890000	114,309.00	117.89600	117,896.00	866.67	4,000.00
05348EAR0	100,000.0000	100,000.0000	AVALONBAY COMMUNITIES	100.816000	100,816.00	104.37300	104,373.00	839.17	2,850.00
06051GGG8	100,000.0000	100,000.0000	BANK OF AMERICA CORP	106.308000	106,308.00	132.36000	132,360.00	1,987.01	4,443.00
06406FAD5	200,000.0000	200,000.0000	BANK OF NEW YORK MELLON	97.833000	195,666.00	104.75400	209,508.00	1,650.00	4,400.00
14149YBD9	100,000.0000	100,000.0000	CARDINAL HEALTH	111.470000	111,470.00	123.10300	123,103.00	1,442.78	4,900.00
172967KG5	150,000.0000	150,000.0000	CITIGROUP INC	101.647000	152,470.50	113.63600	170,454.00	2,605.42	5,550.00
29250NAR6	100,000.0000	100,000.0000	ENBRIDGE INC	101.135000	101,135.00	113.97200	113,972.00	1,706.11	3,700.00
369550BL1	100,000.0000	100,000.0000	GENERAL DYNAMICS CORP	106.120000	106,120.00	115.04000	115,040.00	875.00	3,500.00
38141GRD8	100,000.0000	100,000.0000	GOLDMAN SACHS GROUP INC	101.985000	101,985.00	106.71300	106,713.00	1,601.04	3,625.00
437076BD3	100,000.0000	100,000.0000	HOME DEPOT INC	115.627000	115,627.00	142.28200	142,282.00	1,841.67	4,875.00
458140BH2	100,000.0000	100,000.0000	INTEL CORP	105.622000	105,622.00	108.47600	108,476.00	313.06	2,450.00

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 December 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
46625HJT8	200,000.0000	200,000.0000	JPMORGAN CHASE & CO	105.181000	210,362.00	110.04400	220,088.00	3,229.17	7,750.00
49446RAU3	150,000.0000	150,000.0000	KIMCO REALTY CORP	94.918000	142,377.00	109.30700	163,960.50	2,062.50	4,950.00
501044DE8	100,000.0000	100,000.0000	KROGER CO	99.820000	99,820.00	109.23000	109,230.00	559.44	2,650.00
61746BDQ6	100,000.0000	100,000.0000	MORGAN STANLEY IND FINANCI	103.711000	103,711.00	110.78200	110,782.00	667.36	3,875.00
67077MAX6	75,000.0000	75,000.0000	NUTRIEN LTD	99.738000	74,803.50	121.96600	91,474.50	395.00	2,962.50
761713BG0	150,000.0000	150,000.0000	REYNOLDS AMERICAN INC	108.467000	162,700.50	113.89900	170,848.50	352.29	6,675.00
855244AN9	75,000.0000	75,000.0000	STARBUCKS CORP	98.536000	73,902.00	105.63500	79,226.25	775.00	2,325.00
871829BH9	100,000.0000	100,000.0000	Sysco Corporation	120.536000	120,536.00	122.06000	122,060.00	1,310.28	4,450.00
94974BGA2	100,000.0000	100,000.0000	WELLS FARGO & COMPANY	99.882000	99,882.00	109.52100	109,521.00	1,026.67	3,300.00
Accrued I							28,834.79		
					2,725,224.50		3,009,434.54	28,834.79	96,130.50
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
33939L860	3,435.0000	3,435.0000	FLEXSHARES QUAL DIV ETF	40.528831	139,216.54	49.44000	169,826.40		0.00
78462F103	18,309.0000	18,309.0000	SPDR S&P 500 ETF	195.506623	3,579,530.77	373.88000	6,845,368.92		0.00
					3,718,747.30		7,015,195.32		0.00
DOMESTIC MID CAP EQUITY FUNDS/ETF									
464287507	15,610.0000	15,610.0000	ISHARES CORE S&P MIDCAP 400 E	144.448721	1,474,344.54	229.83000	3,587,646.30		0.00
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
464287804	21,429.0000	21,429.0000	ISHARES S&P SMALLCAP 600 INDE	41.511377	889,547.31	91.90000	1,969,325.10		0.00
INTERNATIONAL EQUITY FUNDS/ETF									
464287465	27,953.0000	27,953.0000	ISHARES MSCI EAFE INDEX FUND	63.351165	1,770,855.13	72.96000	2,039,450.88		0.00
46432F842	19,811.0000	19,811.0000	ISHARES ETF CORE MSCI EAFE	55.788830	1,105,232.51	69.09000	1,368,741.99		0.00
					2,876,087.63		3,408,192.87		0.00
EMERGING MARKET FUNDS/ETF									
46434G103	28,567.0000	28,567.0000	ISHARES ETF CORE MSCI EMERGIN	43.291505	1,236,708.42	62.04000	1,772,296.68		0.00
REAL ESTATE & INFRASTRUCTURE									
33939L795	18,500.0000	18,500.0000	FLEXSHAR STX GLOBAL BROAD IN	49.284090	911,755.67	53.76000	994,560.00		0.00
46641Q738	6,170.0000	6,170.0000	JPMORGAN BETABUILDERS MSCI	76.811552	473,927.27	79.15000	488,355.50		0.00
69374H766	4,335.0000	4,335.0000	PACER INDUSTRIAL REAL ESTATE	35.080000	152,071.80	36.80000	159,528.00		0.00
					1,537,754.74		1,642,443.50		0.00
U.S. TREASURY									
912810QK7	325,000.0000	325,000.0000	US TREASURY NOTES	127.111805	413,113.37	143.32000	465,790.00	4,756.88	12,593.75
912810QZ4	55,000.0000	55,000.0000	US TREASURY NOTES	117.355473	64,545.51	131.16000	72,138.00	649.20	1,718.75
912810SH2	500,000.0000	500,000.0000	US TREASURY NOTES	102.981445	514,907.22	129.10900	645,545.00	1,866.37	14,375.00
912810SN9	15,000.0000	15,000.0000	US TREASURY NOTES	100.738267	15,110.74	90.71900	13,607.85	24.34	187.50
912810SS8	50,000.0000	50,000.0000	US TREASURY NOTES	98.390620	49,195.31	99.62500	49,812.50	105.49	812.50
9128284A5	280,000.0000	280,000.0000	US TREASURY NOTES	99.718751	279,212.50	105.36300	295,016.40	2,497.38	7,350.00
9128285M8	300,000.0000	300,000.0000	US TREASURY NOTES	102.380210	307,140.63	118.39800	355,194.00	1,217.20	9,375.00
9128286B1	240,000.0000	240,000.0000	US TREASURY NOTES	101.741271	244,179.05	114.79700	275,512.80	2,379.62	6,300.00

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 December 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
9128286F2	210,000.0000	210,000.0000	US TREASURY NOTES	99.753551	209,482.46	110.85900	232,803.90	1,783.84	5,250.00
912828D56	425,000.0000	425,000.0000	US TREASURY NOTES	101.531020	431,506.83	107.77700	458,052.25	3,812.58	10,093.75
912828R36	75,000.0000	75,000.0000	US TREASURY NOTES	95.634709	71,726.03	106.47700	79,857.75	158.24	1,218.75
912828T91	150,000.0000	150,000.0000	US TREASURY NOTES	99.406253	149,109.38	104.17600	156,264.00	417.47	2,437.50
912828U24	250,000.0000	250,000.0000	US TREASURY NOTES	95.257812	238,144.53	108.84000	272,100.00	649.17	5,000.00
912828U81	40,000.0000	40,000.0000	US TREASURY NOTES	101.310269	40,524.11	101.86700	40,746.80	2.21	800.00
912828V72	150,000.0000	150,000.0000	US TREASURY NOTES	100.085940	150,128.91	101.89100	152,836.50	1,176.97	2,812.50
912828XG0	285,000.0000	285,000.0000	US TREASURY NOTES	99.704454	284,157.69	102.99200	293,527.20	16.73	6,056.25
912828XZ8	75,000.0000	75,000.0000	US TREASURY NOTES	99.707033	74,780.27	110.88700	83,165.25	5.70	2,062.50
912828Z52	205,000.0000	205,000.0000	US TREASURY NOTES	104.699220	214,633.40	104.50000	214,225.00	1,179.59	2,818.75
912828Z94	225,000.0000	225,000.0000	US TREASURY NOTES	108.507813	244,142.58	105.79300	238,034.25	1,274.80	3,375.00
912828ZQ6	10,000.0000	10,000.0000	US TREASURY NOTES	100.793000	10,079.30	97.76600	9,776.60	8.11	62.50
912828ZY9	20,000.0000	20,000.0000	US TREASURY NOTES	99.996100	19,999.22	99.95300	19,990.60	11.55	25.00
91282CAB7	20,000.0000	20,000.0000	US TREASURY NOTES	100.160150	20,032.03	99.70700	19,941.40	20.92	50.00
91282CAC5	50,000.0000	50,000.0000	US TREASURY NOTES	100.019540	50,009.77	100.01600	50,008.00	26.15	62.50
91282CAD3	15,000.0000	15,000.0000	US TREASURY NOTES	99.898467	14,984.77	98.68800	14,803.20	23.54	56.25
91282CAE1	330,000.0000	330,000.0000	US TREASURY NOTE	99.726562	329,097.65	97.50000	321,750.00	779.04	2,062.50
91282CAP6	190,000.0000	190,000.0000	US TREASURY NOTE	99.753905	189,532.42	99.93000	189,867.00	50.89	237.50
91282CAR2	300,000.0000	300,000.0000	US TREASURY NOTE	99.914063	299,742.19	100.01600	300,048.00	64.23	375.00
Accrued I							24,958.21		
					4,929,217.89		5,345,372.46	24,958.21	97,568.75
AGENCIES									
3130AJ4B2	125,000.0000	125,000.0000	FHLB	104.268000	130,335.00	106.70800	133,385.00	615.02	2,031.25
3130AJZ36	125,000.0000	125,000.0000	FEDERAL HOME LOAN BANK	99.900000	124,875.00	99.65700	124,571.25	258.33	750.00
Accrued I							873.35		
					255,210.00		258,829.60	873.35	2,781.25
CASH AND EQUIVALENTS									
			DIVIDEND ACCRUAL		28,928.22		28,928.22		0.00
VP4560000			WF ADV GOVT MM FD-INSTL #1751		2,069,378.71		2,069,378.71		0.00
					2,098,306.93		2,098,306.93		0.00
TOTAL PORTFOLIO					25,049,289.61		33,562,115.04	62,936.14	299,166.97

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PURCHASE ORDERS BETWEEN \$2,500.00 AND \$15,000.00 FOR COUNCIL REVIEW

COUNCIL MEETING OF: FEBRUARY 3, 2021

VENDOR	DESCRIPTION	DEPT.	ACCOUNT	AMOUNT
LIFE FITNESS	TREADMILL	MACHINERY & EQUIP.	RECREATION	6,383.74
PENINSULA CONSTRUCTION	REPAIR WATER LINE - BEAVER LOOP	WATER	REPAIR & MAINTENANCE	4,772.59
MOTOROLA SOLUTIONS	ALMR HANDHELD RADIO	AIRPORT	SMALL TOOLS	5,134.74
MACSWAIN ASSOCIATES	TWO APPRAISALS	AIRPORT	PROFESSIONAL SERVICES	4,800.00
NORTHERN SECURITY SUPPLY	AMMO ORDER	POLICE	OPERATING SUPPLIES	3,360.25
ZONES	BARRACUDE EMAIL ARCHIVER	CLERK	SOFTWARE	2,722.68



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Natural Resources

Division of Oil and Gas
State Pipeline Coordinator's Section

550 West 7th Avenue, Suite 1100
Anchorage, AK 99501
Main: 907-269-8800
Fax: 907-269-6587

January 22, 2021



Letter No.: 21-010-AS
Case File Serial No.: ADL 421296
ADL 421297
Section/Stipulation: N/A
File Code: (30) 1.3.13
(81) 3.3.5

Re: Public Notice of Decision
AKLNG-PTTL Right-of-Way Lease ADL 421296
AKLNG-Mainline Right-of-Way Lease ADL 421297

During the fall of 2019, the Alaska Gasline Development Corporation (AGDC) submitted two Department of Natural Resources (DNR) Right-of-Way (ROW) lease applications associated with the Alaska LNG project to the State Pipeline Coordinator's Section (SPCS); ADL 421296 for the Point Thomson Transmission Line (PTTL) and ADL 421297 for the GTP-Mainline-LF (Mainline).

This is a courtesy notice to inform you that the DNR Commissioner has completed the Commissioner's Analysis and Proposed Decision for the two Alaska LNG ROW lease applications. You can view the decision and other project documents at the Division of Oil and Gas' website at <https://dog.dnr.alaska.gov/Services/Pipelines?pipeline=Alaska%20LNG>.

Additionally, DNR will hold on-line public hearings about the Alaska LNG ROW leases decision on February 23, 2021 at 9:00 am, February 24, 2021 at noon, and February 25, 2021 at 5:30 pm. Complete details on how to participate in these hearings may be found at the web site listed above. Oral comments will be taken at the hearing, however if you would like to submit a written comment, please submit them by March 1, 2021 for consideration. Information on where to submit your written comments can be found in the enclosed public notice.

Please contact Jennifer Murrell at (907) 269-6479 if you would like additional information.

Sincerely,

DocuSigned by:

F22C54B322C14CA...
Anthony Strupulis, P.E.
State Pipeline Coordinator

Enclosure: 1) Public Notice (2 pages)

STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF OIL AND GAS
STATE PIPELINE COORDINATOR'S SECTION

PUBLIC NOTICE

COMMISSIONER'S ANALYSIS AND PROPOSED DECISION
ROW LEASES FOR THE ALASKA LNG PROJECT
ADL 421296 and ADL 421297

PUBLIC HEARINGS ASSOCIATED WITH THE PROPOSED DECISION

The Department of Natural Resources (DNR) received two applications from the Alaska Gasline Development Corporation (AGDC) for two right-of-way (ROW) leases under Alaska Statute (AS) 38.35 (ROW Leasing Act) for the Alaska LNG (AKLNG) project; ADL 421296 for the AKLNG Point Thomson Transmission Line (PTTL), and ADL 421297 for the AKLNG GTP-Mainline-LF (Mainline). Public notice of the applications was conducted in accordance with AS 38.35.070 on November 15, 2019.

The PTTL pipeline would transport natural gas from the Point Thomson Unit Central Pad westerly approx. 63 miles to the project's Gas Treatment Plant (GTP) near Deadhorse. AGDC has requested a 100-foot-wide ROW for pipeline construction and an 80-foot-wide ROW for operations. Approx. 62.5 miles of the route would be located on state-owned lands, and, with related facilities, occupy approx. 2,034 acres of State land during construction and 607 acres during operations. The proposed pipeline would be 32 inches in diameter, have a maximum allowable operating pressure of 1,150 pounds per square inch gauge (psig), and be elevated on Vertical Support Members (VSMs).

The Mainline pipeline would transport natural gas from the GTP approx. 807 miles south to the project's Liquefaction Facility (LF) in Nikiski. The Mainline pipeline route would originate at the GTP; travel south to Livengood roughly paralleling the TAPS route; then south to Nenana where it roughly parallels the Parks Highway; then south to the Susitna River where the pipeline diverges from the highway; then southwest to Beluga where it enters Cook Inlet; then south to Boulder Point on the Kenai Peninsula; then southwest roughly paralleling the shore and public roads to the termination point at the LF in Nikiski. Related facilities include approx. 632 access roads, 153 potential Material Sites, 109 potential Excess Material Disposal Sites, 57 various work areas and camps, 8 compressor stations, 1 heater station, 11 launchers/receivers, and the Mainline Material Offloading Facility at Beluga. The proposed Mainline ROW lease would encompass the GTP, the ½ mile 60-inch diameter Prudhoe Bay Transmission Line (PBTL), the LF's Marine Facility, and approx. 452 miles of the Mainline pipeline. AGDC has requested a nominal 110-foot-wide ROW for pipeline construction and a 53.5-foot-wide ROW for operations. The proposed pipeline would be 42 inches in diameter, have a maximum allowable operating pressure of 2,075 psig, and be buried for most of the route. The proposed Mainline ROW lease, with related facilities, would occupy approx. 50,570 acres of State land during construction and approx. 3,631 acres during operations.

The two AKLNG ROW lease applications are only applicable on state-owned lands managed by DNR. They do not apply to private property located along the route.

In accordance with AS 38.35.080, the DNR Commissioner has prepared an analysis of the applications and has determined a proposed action. The public is invited to comment on the Commissioner's Analysis and Proposed Decision for these applications.

DNR will hold three on-line public hearings concerning the AKLNG ROW leases decision on February 23, 2021 at 9:00 am, February 24, 2021 at noon, and February 25, 2021 at 5:30 pm. The public may provide testimony during the hearing or submit written comments by mail. Complete details on how to participate in these hearings may be found at the web site below.

All documents concerning the above listed actions are available online at : <https://dog.dnr.alaska.gov/Services/Pipelines?pipeline=Alaska%20LNG>. Electronic copies are also available at the Barrow, Fairbanks, Anchorage, and Kenai public libraries. The public may obtain hard copies of the applications, at cost, from DNR at the address below.

All comments about the Commissioner's Analysis and Proposed Decision must be submitted in writing to the SPCS before 5:00 p.m. on Monday, March 1, 2021.

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DNR complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services or special modifications to participate in this review may call 269-8411 TTY/TDD. Please provide sufficient notice in order for the department to accommodate your needs.

DNR reserves the right to waive technical defects in this publication.

/s/ Anthony Strupulis, PE
State Pipeline Coordinator
Department of Natural Resources

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